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JUVENILE JUSTICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

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MINUTES OF JANUARY 7, 1982 COMMISSION MEETING

The meeting was convened by Chairman Gordon at 12:15 p.m.

ROLL CALL:

Present: Gordon, Laws, Ballou, Cayton, Ayala, Basse, Caesar, Figone, Grandin, Mayberry, Salerno, Smith, Sprague, Wada. Excused: Costello, Marovich, Webb. Staff: Low, Botka, Cain, Foote, Licavoli, Clayborn, Sweeney, MacIsaac, Deutsch, Exnicios, Moran, Pappas, Frierson, Itkin, Basten, Gardner, Moline, Bauer, Sebree, Rand, Salicru. Guests: Jim Buick, Marilyn Borovoy and Bruce Blumberg, MCJC; Lucie Gutierrez and Myron Chapman, Civil Grand Jury; Mike Fairchild and Patricia Hultgren, SF Educational Services; Edythe Nance and Claire Zvanski, DPC; Jean Jacobs and Peter Bull, Coleman; Dexter Wagh, SF Examiner; Lin Barrett, Alameda County Probation; Leonard Lloyd, Horizons Youth and Family Services Bureau; Peter Semiraro and Margaret Brodkin, Youth Advocacy Project; Robert Washington, Youth Advocates; Barbara Asinelli and Mary Wagner, YGC Health Care Services; Nelson Chow, Chinatown Youth Center; Edward Graziani, Hospitality House; Brian Slattery, California Child, Youth and Family Coalition.

Chairman Gordon welcomed all guests in attendance.

Commissioner Caesar pointed out the following corrections to the December minutes: Page 4 under Legislative report--second paragraph should read "December 31" instead of "January 21;" third paragraph should have the word "proposed" inserted between "of" and "legislation."

It was M/S/C to approve the November minutes as mailed and the December minutes as corrected.

COMMUNICATIONS:

Brochure announcing the fifth annual conference on the Network of Services for Families, Children and Youth in San Francisco on January 13 at SF State. Brochure distributed to each Commissioner.

JUDGE'S CORNER:

Judge Low announced that the Human Rights Commission will be presenting its first session of the cultural enrichment and appreciation program for youth in Juvenile Hall on January 12 from 3 to 4 p.m. in the Chapel. Miss Jule Anderson from the Board of Education and Mr. Ivan Cook from Viacom Cablevision will be the guest speakers. Judge Low invited anyone interested in hearing this presentation to attend. He also pointed out that speakers will be coming every two weeks to make presentations.

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REPORTS:

Chief Probation Officer: Mr. Botka reviewed the admission and average daily population figures for Juvenile Hall and Log Cabin Ranch for the month of December. He indicated that the number of admissions for the status offender cottages might be an error since it is such a low figure. He stated that he would check this and report back at the next meeting.

The Transition Group Home is operating at this time. The program is going well; however, one youth placed there lost his job and ran away.

There has not been any problem with overcrowding in Juvenile Hall since November. B3 was closed on December 18 and remains closed at this time. It may have to be opened some time in March if the usual increase in admissions occurs.

The CCC will be vacating Hidden Valley Ranch on January 31. The City is actively looking for a lessee and there has been some interest shown by the CYA as well as McCobb Homes and Boys Republic. There has also been some talk of using the Ranch in the development of a vocational training program for Log Cabin Ranch. Measures are being taken to ensure that the Ranch is not vandalized while it is unoccupied. Commissioner Grandin asked about the possibility of the Juvenile Court using the Ranch for its own placement purposes since there has been a problem in placing females and younger males. Mr. Botka stated that the idea has been discussed. However, an operational budget of $600,000 plus and a population of at least 60 youth would be required. It could be a placement resource for the Court if a private agency took over and DSS funding were available.

Mr. Botka appeared before the State Office of Criminal Justice Planning regarding the request for $183,000 to develop a program for augmentation of staff and program for serious offenders held in Juvenile Hall. Final approval of the grant will be decided at a meeting on January 15. Although the grant indicates a start-up date of February 1982, it is doubtful that anything will be implemented before June 30. The grant will cover a two-year period. Focus of the program will be on closer contact and communication with these youth so they will be kept abreast of their status and feel that something is being done to resolve their situation. It was M/S/C to endorse the proposal to supplement staff and program for youth in B5.

Mr. Botka indicated that the department has received budget instructions. It appears that there will be no more money budgeted for the coming fiscal year than what is being received this year. He invited any Commissioner interested in becoming involved in the budget process to feel free to get in touch with him.

Mr. Botka announced that he will be attending a management training seminar during the first week of February and, therefore, will not be at the Commission's meeting on the 4th.

Legislative: Commissioner Caesar reported that only three Commissioners had sent letters to Assemblyman Felando regarding AB 23. She urged the other Commissioners to make time in their busy schedules to write a letter.

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Network III: Commissioner Basse reported that the November meeting discussion centered around the Network's goals. Congressman Miller, who had been invited to speak at the meeting re PL 96-272, was not able to attend the meeting. He is being asked to speak at the February meeting.

The results of the needs assessment survey taken by Janice Enright were announced. The following areas have been prioritized as follows: 1) Understanding of JJ/DPC legal mandates and responsibilities; 2) Roles and responsibilities of commissions; 3) Trends in the criminal justice field (diversion, prevention, corrections, etc.); 4) Juvenile justice system/process; 5) Relationships between local, state and federal agencies in the criminal justice field; 6) Causes and consequences of crime and delinquency (philosophy/theory); 7) Funding and budget resources for commission; 8) Public relations; 9) Lobbying and the legislative process; Leadership skills for commissioners; 10) Advocacy skills.

Other items discussed at the meeting were the implementation of the newsletter; the first statewide Network meeting in Sacramento on January 15-16; and the Network's letter to the new director of the CYA regarding support and expansion of delinquency prevention programs.

NEW BUSINESS:

Chairman Gordon announced that a finance committee is being established. Commissioner Costello will chair the committee with Commissioner Basse as assistant chairperson. Commissioner Marovich will also serve on the committee. The committee will work with Mr. Botka in planning of the budget and following through on budget problems.

Chairman Gordon announced that he and Commissioner Laws attended a party in honor of Commissioner Cayton last month. Mayor Feinstein gave this party for him in recognition and appreciation of his contributions to the community over the years.

STATUS OFFENDER ISSUE:

Mr. Botka provided a brief overview of the current procedure for handling status offenders. He pointed out the vast difference in the advocacy aspect for delinquent youth and status offenders. He indicated that the proposed plan developed by MCJC is being looked at by the Probation Department, and he stated that the plan has considerable merit and that the Probation Department recognizes the need to consistently look for new and better ways to get the job done.

Marilyn Borovoy reviewed the process by which MCJC developed the proposed plan. She emphasized that it had been a very open process and that many individuals from the community and public and private agencies worked long and hard on the plan. She also pointed out that the plan must be approved by the Probation Department before any further action can take place. She indicated the plan has been approved by MCJC as well as by the Police Commission, and she urged the Commission to approve the plan in concept. She stated that it should be kept in mind that the plan is flexible and changes can be made in it.

Lin Barrett, Foster Care Recruiter Liaison of the Alameda County Probation Department, was specifically invited to attend the meeting to provide information on Alameda County's procedure for handling status offenders. She very effectively answered the many questions Commissioners asked regarding the various aspects of Alameda's program. She explained how their program has evolved since 1971 from an investigative mode to contracting out to a service provider for family counseling. She discussed the concerns, mixed feelings and animosity of staff toward the change in operation, and she indicated that things worked out fine and a very congenial atmosphere exists today. She pointed out that Alameda was the recipient of a $1.6 million grant, which was beneficial in terms of the fiscal aspect of starting up a program. She stated that the use of RFP's clearly defines what the Probation Department wants and expects from the service providers. She emphasized the involvement of parents in the program toward the goal of reunification and the fact that the parents are responsible for their children. She indicated that there are re-referrals and that this is not an indication of failure on the part of the program. Some youth will come back several times before they resolve their problems. She stated that by dealing with these youth and family immediately while the "heat is still in the kitchen" has been very successful in reunification of families.

Leonard Lloyd is the Manager of the Horizons Youth and Family Services Bureau in Alameda County. His facility is a crisis receiving home which has a contract with Alameda Probation for services for status offenders. He stated that decentralization is not only workable but it has advantages, too. It removes the primary services one step from the court and assists the workers and the family to retain responsibility with the family. He also answered specific questions Commissioners asked concerning program.

Mr. Cain made a presentation to the Commission outlining the status offender situation in San Francisco. He emphasized the need to look at the Welfare and Institutions Code for the legality of contracting out services to community groups. He stated that although the probation officer can contract out services, according to 654 W&I this can only be done after the probation officer makes his investigation. He also expressed his concern that the MCJC plan has no place in it for the Probation Department and the Juvenile Court.

Mr. Botka stated that the MCJC plan provides a base for developing a program for status offenders. He indicated that it is important for the Probation Department and the Court and the community agencies to work together in planning for the best interests of the youth.

Commissioner Wada made a motion that the Commission endorse the proposed plan in concept and request Judge Low and Joseph Botka to return to the Commission with recommendations and revisions prior to implementation. After some discussion among the Commissioners, the motion was amended. It was M/S/C to endorse the plan in principle. Commissioner Smith opposed.

Chairman Gordon thanked all the guests for attending the meeting and invited them to attend all the meetings of the Commission.

It was M/S/C to extend the meeting beyond 2:30 p.m.; the meeting adjourned at 3:10 p.m.

Joanna Ballou, Secretary
JUVENILE JUSTICE COMMISSION

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MINUTES OF FEBRUARY 4, 1982 COMMISSION MEETING

In the absence of Chairman Gordon, who would be arriving later, Vice Chairman Laws convened the meeting at 12:30 p.m.

ROLL CALL:

Present: Laws, Ballou, Cayton, Ayala, Basse, Caesar, Costello, Grandin, Marovich, Mayberry, Salerno, Smith, Sprague, Wada. Excused: Gordon, Webb. Absent: Figone. Staff: Low, Cain, Sweeney, Deutsch, Exnicios, Williams, Askins, Lavagnino, Oswald, Perino, Smith, Twing. Guests: Laura Grieneeks and Mary Wagner, YGC Health Care Services; Kathleen Ryan, Volunteer Auxiliary; Greg Bonfilio, Public Defender; Jane Asselin and Claire Zvanski, DPC; Pat Armstrong, CYA; Carol Brille, Legal Services for Children; Rev. Jim Sandmire and Wayne Smith, Metropolitan Community Church; Paul Gross, Johnny Nieto and Sue Kaplan, Sexual Minority Youth Service Coalition; Margaret Brodkin, Coleman Children and Youth Services; Pete Semiraro, Youth Advocacy Project; Lucie Gutirrez and Myron Chapman, Civil Grand Jury; students from The San Francisco Urban School.

It was M/S/C to approve the January minutes as submitted.

COMMUNICATIONS:

Thank you letter to Leonard Lloyd of Horizons Youth & Family Service Bureau for appearing at the January meeting relative to the status offender issue. Thank you letter to Robert Shaner, Chief Probation Officer of Alameda County, for allowing Lin Barrett to appear before the Commission relative to the status offender issue. Letter from Deputy City Attorney Michael Killelea regarding the law suit challenging the examinations for supervising probation officer and senior probation officer.

JUDGE'S CORNER:

Judge Low welcomed the students from the Urban School and commended them on their interest in City government.

Judge Low stated that it is the view of the Judges of the Superior Court that the law requires the Probation Department to receive and investigate status offenders brought to them. This duty of the Probation Department to initially investigate the circumstances of the minor and the facts surrounding his being taken into custody does not seem to be a delegable function. However, this does not limit any voluntary diversion without the involvement of the Probation Department.

The Court is going to experiment with a program where the admission process and procedures will be moved to a separate area in Wl cottage. Medical attention will be immediately provided if needed. There will then be referrals to

appropriate community agencies as quickly as possible. With the assistance of the Family Crisis Unit, community agencies will have the counseling responsibility with family reunification as the goal. The direct intervention of the Court will only be used in limited cases where the Court's authority can be used as a positive resource. The plan to be implemented this month is the first phase of a plan to greater utilize community agencies and to improve services to status offenders. The Court will also begin to seek foster homes for status offenders. Dennis Sweeney will be greatly involved in developing this plan. Judge Low has met with many community groups and has sought the informed advice of several Juvenile Justice Commissioners as well as other leaders of community agencies.

Judge Low reported that the cultural appreciation program in Juvenile Hall has been very good and the student reaction has been positive. Essie Thomas of the Human Rights Commission and Claire Zvanski of the Delinquency Prevention Commission have been most helpful in arranging the programs. The most recent program featured Elisa Miranda and Roberto Hernandez from RAP and Reverend Joe Mesa of the Human Rights Commission.

Judge Low indicated that because of cuts in the DSS staff and budget, there are increased problems detected in the review calendar of DSS cases. There are many new workers assigned to the dependency section of DSS who are unfamiliar with all of their responsibilities. The Judge plans to participate in a DSS training session on February 11. Some of the youths on the DSR calendar have been held in shelter several months before placement. There have also been delays in assignments and misplaced files. The Judge is hopeful that the difficulties are temporary and that the situation will improve soon.

After meeting with the City Attorney, Public Defender and DSS representatives, the Judge has begun to ask for the personal appearance of DSS workers whose cases have not had placement or appropriate action resolved quickly.

Judge Low has asked the City Attorney to provide greater information on the more than 65 cases referred to his office for review. There are a number of termination cases pending. The filing of this action often prompts the natural parents to work harder toward reunification. Sometimes other natural relatives of the child are found and they come forward to offer a home to the child. Other children have had an earlier opportunity for adoption. The Judge hopes to increase the monitoring of DSS cases so that greater permanency planning can be provided and those freed for adoption can be tracked for placement with families.

On January 28, the Judge met with members of the Junior League, the Urban League and the National Council of Jewish Women. Anticipating funding of the CASA project, the Judge plans to interest them in reviewing all dependency cases of children aged one and older. Some 660 children fall into that category, many of whom may be potential cases for adoptions or better placements other than long-term foster or group home care. The Junior League, the Urban League and the National Council of Jewish Women are now recruiting volunteers for their project, hopefully to start June 1982. Office space will be provided for them in W1 cottage.

Judge Low announced that the California Council on Criminal Justice approved the Court's request for $176,000 to provide added staff and special training for counselors in B5. This will permit the Youth Guidance Center to hold all 707 youth and serious offenders. As a rule, none will need to be placed in the adult jails. The special training of staff will begin this month.

Judge Low stated that starting February 8 and every two weeks thereafter, he will be receiving school attendance records of all 602 probationers. He is hopeful that the Court and the Probation Department can monitor school attendance and not wait for a student probationer to be identified by the police before action is taken. SARB is continuing to identify chronic truants for possible 601 action.

Judge Low is looking into the possibilities of providing counseling or conducting classes at the Youth Guidance Center for chronic truants starting in the fall of 1982. If one of the status offender cottages becomes available, probation officers and teachers could be shifted to that use.

REPORTS:

Legislative: Commissioner Caesar thanked Commissioners Ayala, Basse and Laws for their letters to Assemblyman Felando regarding AB 23. She reported that the bill is dead at this point.

Juvenile Court: Commissioner Wada reported that he met with Emile Urbiztondo of the Court Officers Division. There have been no significant changes since the committee's last meeting. The transporting of youth from the cottages to the courtrooms still continues to present a problem.

LCR Vocational: Commissioner Salerno reported that he has been working with Commissioner Webb in the area of an apprenticeship training program at Log Cabin. If the Commission is interested, a representative from the Trade Metals Association will make a presentation of an apprenticeship training program that can be applied to Log Cabin. It will be necessary to write a letter requesting this presentation. It was M/S/C to write a letter to the Trade Metals Association requesting a presentation. Chairman Laws asked Commissioner Salerno to draft a letter for Chairman Gordon's signature.

Judge Low stated that he has arranged a donation from Pacific Telephone Company of old electronic testing equipment for use at the Ranch. He also indicated that the Volunteer Auxiliary does have some funds available that may be used for programs and teachers.

YGC Evaluation: Commissioner Grandin reported that the report is completed. The committee is currently checking into the issue of the committee and the Commission's liability in circulating this report and is currently awaiting an opinion from the City Attorney. She is hopeful that the report will be available for the public before the next Commission meeting. The Commission discussed the matter of making their report available to the public because the Commission has no budget to fund copies for interested parties. It was M/S/C to place five copies of the report in the Main Library and to indicate when the report becomes available in future Commission meetings.

Chairman Laws stated that she had been in touch with Pat Armstrong of the CYA regarding possible funding available for costs involved in preparation of the report. Ms. Armstrong, who was in attendance, indicated that the Commission should describe its exact needs and costs in a letter to Jack Gifford, Regional Administrator of Field Services in Region I. It was M/S/C to pursue funding through the CYA be sending a letter to Mr. Gifford.

Treasurer: Commissioner Cayton reported on the current status of the Commission's account, outlining the expenditures and deposits.

DPC Liaison: Jane Asselin reported that the Delinquency Prevention Commission is going to be restructured. The Delinquency Prevention Commission will focus on advocacy issues and the Delinquency Prevention Coordination Council will focus on coordination through task forces. She pointed out that the task forces are open to anyone interested. She also thanked Judge Low for his favorable comments on the work of the Human Rights Commission and the Delinquency Prevention Commission in arranging the speakers for his cultural appreciation program.

NEW BUSINESS:

By-Laws Review Committee: Chairman Laws appointed Commissioners Caesar (Chairman) and Salerno to review the by-laws.

Chairman: Chairman Laws stated that she met with Deputy City Attorney Michael Killelea regarding the problem of promotional opportunities within the Probation Department. Mr. Killelea explained that because of the law suit challenging the most recent examinations, the situation is complicated and normal procedures may be held up for three to five years. Chairman Laws suggested that the Commission invite Mr. Killelea to speak at the March meeting in order to present the matter and answer questions. It was M/S/C to invite Mr. Killelea to speak at the March meeting.

SEXUAL MINORITY YOUTH ISSUE:

Chairman Laws read a letter from Paul Gross, Chair of the Sexual Minority Youth Service Coalition, which is attached.

Commissioner Grandin reviewed the work of her committee over the past year. She pointed out that a considerable amount of effort had been put out to familiarize the Commission with the issues and to outline existing problems. She indicated that she agrees with the authors of the letter that the Commission has placed a low priority on this issue. She suggested investigating the extent of problems related to sexual minority youth including talking to probation officers about their awareness of these youth on their caseloads; talking to placement personnel about problems with placement such as discrimination against sexual minority youth; determining whether this group of youth are in fact waiting longer to be placed than other youth; and meeting with the Center for Special Problems staff assigned to the Youth Guidance Center Psychiatric Clinic. Several Commissioners remarked that they did not feel that the Commission has placed a low priority on this matter. They indicated that it was their understanding that the committee would present a report and recommendations so that

the Commission could act accordingly and that as of this date no report has been submitted. Commissioner Grandin responded that the investigation and report that her committee was asked to prepare dealt with several specific health related issues which did involve sexual minority youth, but did not include the recommendations referred to in Mr. Gross's letter. The health related issues were resolved through discussion with Dr. Grieneeks, and Commissioner Grandin apologized for neglecting to inform the Commission of this resolution.

Commissioner Grandin suggested that issues related to sexual minority youth were within the purview of the Probation Services Committee, and as chair of both committees, she recommended charging the Probation Services Committee with the tasks of the current Sexual Minority Youth Committee. It was M/S/C that the Sexual Minority Youth Committee be subsumed under the Probation Services Committee, and that the committee report back to the Commission with their findings and recommendations at the April meeting.

Chairman Laws appointed Commissioners Ayala and Sprague to serve on the Probation Services Committee.

Judge Low stated that he would write to placements discriminating against sexual minority youth.

Paul Gross thanked Commissioner Grandin for her hard work in attempting to resolve the problems with sexual minority youth.

The meeting adjourned to executive session at 2 p.m.

Respectfully submitted,

Joanna Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

Sexual Minority Youth
Service Coalition

February 3, 1982

Mr. Stuart Gordon, Chair
Juvenile Justice Commission
375 Woodside
San Francisco, CA 94127

Dear Mr. Gordon,

We request that the following letter be read into the minutes.

The issue of sexual minority youth has been before the Juvenile Justice Commission for over one year. At the Commission's request, a presentation was made on this issue in November 1980. The material focused on the needs of this group and on their lack of services. The following recommendations were offered for Commission discussion and action:

1) Consultant specializing in sex and gender issues to the Probation Department and Family Crisis Unit, available for evaluation and/or treatment during placement;

2) Referral to community-based agencies which serve this population (Center for Special Problems, Huckleberry House, Hospitality House);

3) Policy developed allowing gay identified youth to be placed in gay sensitive foster or group homes;

4) Appropriate care and treatment for these youth by all juvenile justice staff.

Currently, the Department of Public Health provides two consultants to the Youth Guidance Center Psychiatric Clinic to work with lesbian/gay youth. Housed primarily at the Center for Special Problems, these staff are available to the psychiatric clinic on a part-time basis to provide counseling to sexual minority youth. While the Probation Department also refers youth to the Center for Special Problems, Huckleberry House, and Hospitality House, most of these agency referrals result from agency outreach or youth self referral. We expect Probation Department referrals to increase and that this activity will be monitored by the Commission.

We are critically aware that sexual minority youth await placement at the Youth Guidance Center longer than other youth. Recruiting policies have not included foster care or group homes supportive of gay youth. We challenge whether these conditions and policies can provide for equal treatment of sexual minority youth in the Probation Department's care.

Mr. Botka's memo on the recommendations states that the Probation Department does, in fact, comply with the intent of the recommendations and there is no

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need for mandating gay sensitive placement. Furthermore, Mr. Cain's offensive comments on sexual minority youth at the August 1981 and January 1982 Juvenile Justice Commission meetings reflect an attitude warranting public criticism.

It is the Juvenile Justice Commission's mandate to conduct investigations and develop unbiased reporting on matters affecting juveniles at the Youth Guidance Center. Researching the placement needs of sexual minority youth, identifying those agencies and placements which discriminate against them, and developing policy based on this documentation are responsibilities which rest with the Commission.

While pleased that the Probation Department has begun acting on the recommendations, we are still concerned that specific policy has not been developed by the Commission. Placement options for sexual minority youth are seriously limited. We request the Juvenile Justice Commission to direct Probation Department staff to ensure that these youth receive appropriate care and services.

Sincerely,

Paul Gross

Paul Gross
Chair

The following individuals and organizations are concerned with this matter before the Commission and endorse the contents of this letter:

Karen AndersonRyer
Human Rights Foundation, Inc.

Rachel Ginsberg
Bay Area Lesbians in Law

Russ Zellers
Hospitality House

Art Agnos
Assemblyman, California Legislature

Donna Hitchens
Lesbian Rights Project

Paul A. Walker, Ph.D.

Peter Bull
National Center for Youth Law

Margaret Brodkin
Coleman Children and Youth Services

Del Martin
California Commission on Crime Control and Violence Prevention*

*for identification purposes only

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TO: All Commission Members

FROM: Joanna Ballou, Secretary

RE: March 4, 1982 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue. The meeting will start promptly at 12:30 p.m.

If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740). Thank you.

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CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
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MINUTES OF MARCH 4, 1982 COMMISSION MEETING

Chairman Gordon convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Gordon, Laws, Ballou, Cayton, Ayala, Basse, Caesar, Figone, Grandin, Mayberry, Salerno, Smith, Sprague. Excused: Costello. Absent: Marovich, Wada. Staff: Low, Botka, Foote, Sweeney, Deutsch, Exnicios, Pappas, Sebree, Bauer, Perino, Rand, Smith, Twing, Mardahl. Guests: Laura Grieneeks and Mary Wagner, YGC Health Care Services; Greg Bonfilio, Public Defender; Claire Zvanski, DPC; Gil Negrette, retired CYA; James Deslonde, URSA Institute; Paul Gross and Sue Kaplan, Sexual Minority Youth Service Coalition; Jean Jacobs and Lorraine Honig, Coleman Children and Youth Services.

It was M/S/C to approve the February minutes as submitted.

COMMUNICATIONS:

Resolution from the Santa Clara County Juvenile Justice Commission re AB 491. Invitation from the Latino Democratic Club of San Francisco to a reception honoring Assemblyman Art Torres and Commissioner Carlota Texidor del Portillo. Report, "Minors Detained in California Jails in 1980," from the CYA. Letter from the Probation Officers Association re the proposed status offender plan. Results of a survey taken in 1981 by the Probation Officers Association re concerns of probation officers. Letter from Greg Bonfilio requesting a copy of the YGC evaluation report. Opinion from the City Attorney in response to Commission's question of liability in connection with YGC evaluation report. Invitation from Mayor Feinstein to women commissioners to attend a reception honoring women on San Francisco commissions.

JUDGE'S CORNER:

Judge Low reported that activities are being expanded to reduce truancy. The school attendance records of all 602's on probation have been subpoenaed in order to review the school performance of those not identified by the police. Probation officers are checking these records to see how well the probationers are complying with the conditions of probation.

Judge Low stated that he has detected other problems in school attendance. Some students seem to have emotional, physical, placement and learning problems that hamper their education. He visited the Golden Gate Counseling Center last week and learned about the student evaluation process. He indicated that more students may have to be evaluated to learn the reasons for their continued truancy.

Judge Low indicated that he is exploring ways to involve parents more in their responsibility to educate their children. There are provisions in the Education and Penal Codes which will allow the Court to enforce the parents' responsibility. The Judge has learned that San Francisco is one of the few large counties to have had an increase in school enrollment in the past year and hopes that the Court's efforts have contributed to this increase.

Judge Low reported that the State Legislature has provided San Francisco with another Superior Court Judge. He indicated that arrangements are being made to make space for another courtroom at the Youth Guidance Center. If the Board of Supervisors provide adequate funds, a courtroom could be put in the area now occupied by the traffic referee and the record room. In sending an additional judge to the YGC, one of the referees would return to City Hall. It is possible that a judge could be assigned part-time to YGC this year.

Judge Low reported that the DSS problem review calendar continues to be long. There are still problems in getting reports on dependents, timely placement and early permanency planning. He met with management and union representatives at DSS in February to try to resolve some of the delays.

Judge Low indicated that the receiving unit for status offenders opened on March 1. The Probation Department is working closely with the AB 90 agencies to assure that family counseling can be speedily and effectively provided. Commissioners Laws and Basse as well as several other individuals are advising him and helping to develop a good system of counseling, health care and other needed services. They are also reviewing a suggested method of monitoring. The goal is to have the program work effectively and to improve on the system we now have. He asked Dennis Sweeney to expand on the program that began on March 1.

Mr. Sweeney stated that the facility for status offenders is called the West Portal Residential Center. There is a probation officer on duty between 8:30 a.m. and midnight, Monday through Friday. The probation officer on duty in Juvenile Hall on the weekends will handle status offender admissions. He emphasized that the probation officer will go down to the West Portal Residential Center and admit youths. Mr. Sweeney indicated that Probation staff and the AB 90 agency representatives meet on a weekly basis to coordinate efforts in the program and a good relationship is developing. At this point the AB 90 agencies cannot accept any further referrals because their programs are completely filled. He stated that those agencies providing services to delinquent youth will cut back in that area in order to provide more services to status offenders. Jean Jacobs suggested that the Probation Department utilize graduate students from San Francisco State for tutoring in Juvenile Hall as had been done some years ago.

Judge Low reported that he and Mr. Botka visited Alameda County's receiving home, Perry Place, last week. They talked with Sandy Beck and Probation personnel to learn of their procedures and program in order to gain from their experience.

Judge Low reported that Jim Licavoli recently met with representatives of PT&T and accepted a supply of usable electronic testing equipment, which will

be used in a proposed elementary TV or electronic repair class for Log Cabin Ranch. The Judge hopes to get this program underway as soon as possible and plans to call on Commissioners Salerno and Webb and the Volunteer Auxiliary to assist in planning and implementing this program.

Judge Low stated that the cultural appreciation program is going along well. A written survey of the youngsters shows that the response has been positive.

Judge Low indicated that several Commissioners were interested in learning more about the serious offender program in B5. He asked Mark Mardahl, Senior Counselor, to outline the program.

Mr. Mardahl stated that the Juvenile Court has been granted $176,000 to develop a program for the residents in B5, the most secure unit in Juvenile Hall which houses the most serious offenders. This includes youth being tried as adults (707's), CYA parole violators, youth awaiting placement at CYA and the serious juvenile offenders. Over the past year or so there have been 35 assaults on staff, resulting in the loss of 1,800 manhours. Because many youth held in B5 are detained for a much longer time (6-8 months) than the average detainee in Juvenile Hall, it became apparent that a special program was required to meet their needs. The grant money is being used to hire three additional counselors in order to provide more intensive counseling for these youth in order to decrease the violence in B5.

Mr. Mardahl pointed out that the maximum population of B5 is 25 and the average count is 22, with a current breakdown of 50% Black, 25% Latino, 15% White and 10% Asian. Staff breakdown is approximately the same, and besides himself, the other too individuals being assigned to the unit are Latino and Asian.

Mr. Mardahl stated that upon admission to B5, a youth will be assigned a counselor who will work with him through the entire length of his stay. He will advise the youth of the program and outline the rules and policies. Parents will be sent a letter at the time of their child's admittance which will outline the program and request any input they may have that will assist in meeting the needs of their child. Everything will be documented in a case folder which will be accessible to the probation department and any other concerned parties. There will be special emphasis placed on maintaining close contact with the district attorney involved in order to keep the youth informed on the status of his case. There will be more individual and group counseling. A four-step program has been developed which is intended to make the youth take responsibility for his actions with the awarding of privileges accordingly. At the first step a youth is given all the basic privileges granted to all Juvenile Hall detainees. If his behavior has been in accordance with the rules of the unit, after one week he will move to step 2. At this point, short-term goals will be set to improve on small behavior problems. Privileges granted would include allowing a poster to be hung in his room, writing letters in his room, working outside of his room. At step 3 he will be required to take even more responsibility for his actions and proper behavior may result in being allowed to see an extra movie, playing a radio in his room, staying out during visiting.

At the final step, privileges would include selecting the job of his choice within the unit, wearing a different shirt to distinguish his status and certain room accommodations.

Mr. Mardahl indicated that since these youth are detained for several months, it will be possible to evaluate their academic levels, identify specific problems and set up individual programs to bring up their levels. Emphasis will be placed on intensive tutoring, and the Volunteer Auxiliary will be called on to assist in this area.

Mr. Mardahl credited Mr. Foote and Mr. Gil Negrette, retired CYA consultant, for their efforts in coordinating the development of the program. He also thanked Judge Low for his efforts and support.

REPORTS:

Chief Probation Officer: Mr. Botka stated that Youth Advocates have been contacted for involvement in the status offender program in the area of developing foster homes.

Mr. Botka reviewed the monthly statistics for Juvenile Hall, Log Cabin Ranch and CYA. He pointed out the slight increase in 602 admissions and also indicated that the Boys Center is at maximum population.

Mr. Botka reported that the EDP program is being revised and strengthened. Arrangements have been made to allow the police department access to case dispositions on one of their computers. Adult Probation will also be provided with information on one of their computers. In both cases, confidentiality will be protected.

Mr. Botka announced that he would be holding a general staff meeting on Friday, March 12 at 3 p.m. in the Chapel, and he invited any interested Commissioner to attend.

MCJC: Commissioner Webb presented Mayor Feinstein's proposed ordinance on handgun control. She indicated that it was not too restrictive. She stated that she abstained from voting on this matter at the MCJC meeting until she came back to the Commission for its position on this issue. Commissioner Webb indicated that a response from the Commission within the next 30 days would be timely. She then distributed copies of the proposed ordinance to all Commissioners to review prior to the next Commission meeting.

Juvenile Court: Commissioner Caesar stated that each member of the committee had been assigned a task as a follow-up to the original day-long session of meeting with court officials several months ago. Commissioner Smith indicated that he met with the district attorney again and reported that Mr. Lassart had since transferred downtown and that Mr. Cling was now the head district attorney at YGC.

Legislative: Commissioner Caesar stated that Commissioner Basse had alerted her to AB 491 and asked Commissioner Basse to give a brief report on it.

Commissioner Basse stated that she learned of this bill at the Network meeting. AB 491 proposed to appropriate the $200,000 delinquency prevention funds from the CYA solely to the Big Brothers and Big Sisters organizations.

Commissioner Caesar stated that she contacted several individuals on the committee hearing this proposal, and on behalf of the Commission indicated a position of opposition. The bill was defeated.

Commissioner Caesar reported that Assemblyman Nolan has resubmitted AB 419 concerning a commission for the revision of juvenile court law. She also reported that the State DSS is currently reviewing the rules pertaining to group and foster homes.

Network: Commissioner Basse reported that the Network is planning the agenda for their regional meeting in two weeks. She stated that in response to the needs assessment survey, the CYA has provided the Network with a list of publications available that apply to priorities identified in the survey. She provided each Commissioner with a copy of this list.

Commissioner Basse reported that the Network's newsletter, which will be published bi-monthly, is being put together. She distributed a letter outlining specific needs and a request for assistance to each Commissioner. She urged Commissioners to assist in this effort in any way possible.

Commissioner Basse stated that the plans for training for Commissioners are in limbo at this time.

By-Laws: Commissioner Caesar provided each Commissioner with a copy of the following proposed amendment to the current by-laws:

> The Committee recommends that all stipulations herein as well as within the current by-laws shall be kept in place and consistently applied until a major reason for changing them is presented and accepted by the Commission.
>
> It is recommended that Article VI, Section 6, Standing Committees, be amended to include the recently established Finance Committee:
>
> Finance Committee: It shall be the responsibility of this committee to review the budget of the Youth Guidance Center before its presentation to the Board of Supervisors; to aid, as volunteers, the involved Youth Guidance Center personnel in selling the importance of the budget before the Finance Committee and making the final presentation to the Board of Supervisors.
>
> Time Commitment: 2 hours - 1 meeting with Chief Probation Officer
> 3 hours - 1 meeting before Finance Committee*
> 4 hours - 1 meeting before Board of Supervisors*
>
> *Volunteers should testify depending on placement on agenda.

It was M/S/C to approve this amendment as submitted, excluding the time commitments, which are merely a point of information.

Commissioner Ayala pointed out a discrepancy between Article III, Section 1, Membership, and Section 225 of the W&I Code. The W&I Code states that of the 15 members on the juvenile justice commission, two shall be youth commissioners between the ages of 14 and 21. The by-laws state two can be youth commissioners. It was M/S/C to amend the by-laws by striking the last part of the first sentence of Article III, Section 1, from "two of whom" through "14 and 21," and substituting in lieu thereof the second sentence of Section 225 of the W&I Code. Article III, Section 1, of the by-laws now reads:

> The California Welfare and Institutions Code in Article 2, Section 225 on Commissions and Committees provides that the juvenile justice commission shall consist of not less than seven (7) and no more than fifteen (15) citizens. Two or more of the members shall be persons who are between 14 and 21 years of age, provided there are available persons between 14 and 21 years of age who are able to carry out the duties of a commission member in a manner satisfactory to the appointing authority. The presiding judge of the superior court with the concurrence of the judge of the juvenile court shall appoint individuals for terms of four years on the juvenile justice commission.

Chairman: Chairman Gordon reminded Commissioners that annual committee reports are due in April. He indicated that the Commission has been asked to provide the Juvenile Court with their annual report for inclusion in the Juvenile Court annual report by March 25. He stated that he will write the report and make arrangements to submit it after the annual committee reports have been presented.

YGC Evaluation: Commissioner Laws reported that an opinion has been received from the City Attorney regarding the immunity of the Commission and its members from liability for defamation in connection with publication of the Commission's report on the Evaluation of the Youth Guidance Center and Related Facilities. She read the following from the opinion:

> The Juvenile Justice Commission is created by state statute and is charged with the duty of inquiring into local administration of juvenile court law and of inspecting and reporting on facilities used for confinement of minors. The Commission may publicize the results of its inquiry into the administration of the juvenile court law. It is clear that the report which this Commission wishes to make public has been prepared in the proper discharge of an official duty and, while the Commission itself does not make policy, its duties are part of the policy-making process. Royer v. Steinberg, supra. Absolute privilege thus pertains. Moreover, the Welfare and Institutions Code contemplates that the Juvenile Justice Commission will hold meetings (Section 231). If this Commission, at a meeting authorized by law, were to move to adopt the contents of the report as prepared, to incorporate by reference the contents as though fully set forth into the record of the meeting, to order the

submission of the report to the proper authorities and to order that the report be made available to the public, the report would fall within the absolute privilege accorded publications and broadcasts made in an official proceeding authorized by law.

It is important to note that these immunities protect public officials from liability for defamation for any "publication or broadcast," which is technical language for any statement, oral or written, communicated to another person. Hence a report issued as part of the proper discharge of your official duty has absolute privilege. In addition, any statement made by Commission members during its meetings has absolute privilege. However, the privilege does not extend to publications or broadcasts by Commission members not embodied in official reports or made during Commission meetings. Hence, if you are interviewed or questioned about your report, you should respond by referring the questioner to the report. If you think further responses are appropriate, the Commission may calendar for its next meeting discussion of and responses to questions relating to the report. Any written or oral responses of the Commissioners during that meeting, like all other statements or responses during the meeting, would be absolutely privileged.

It was M/S/C to adopt the contents of the report as prepared; to incorporate by reference the contents as though fully set forth into the record of the meeting; to order the submission of the report to the proper authorities and to order that the report be made available to the public. Commissioner Grandin will be responsible for providing five copies of the report to the Main Library of the City and County of San Francisco. It was M/S/C that the report would be distributed to the Judge of the Juvenile Court and the Chief Probation Officer to read and study for one week, and that the report would then be available to the public on Thursday, March 11.

Chairman Gordon commended Commissioner Grandin and her committee on an outstanding job in preparing the report.

NEW BUSINESS:

Chairman Gordon opened nominations for the four-member nominating committee. Nominated were Commissioners Ayala, Ballou, Cayton and Smith. It was M/S/C to accept the nominating committee.

There being no further business the meeting adjourned at 2:05 p.m.

Respectfully submitted,

Joanna Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
San Francisco, California 94127

Notice

TO: All Commission Members

FROM: Joanna Ballou, Secretary

RE: April 1, 1982 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue. The meeting will start promptly at 12:30 p.m.

If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740). Thank you.

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CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
San Francisco, California 94127

MINUTES OF APRIL 1, 1982 COMMISSION MEETING

Chairman Gordon convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Gordon, Laws, Ballou, Cayton, Ayala, Basse, Caesar, Costello, Figone, Grandin, Mayberry, Salerno, Smith, Sprague, Wada. Excused: Marovich, Webb. Staff: Low, Botka, Exnicios. Guests: Barbara Kimport, Junior League of San Francisco; Myron Chapman, Filemon Cosmiano and Lucie Gutierrez, Civil Grand Jury; Laura Grieneeks and Mary Wagner, YGC Health Care Services; Claire Zvanski, Delinquency Prevention Commission; Pete Semiraro, Youth Advocacy Project; Paul Gross, Sue Kaplan and Johnny Nieto, Sexual Minority Youth Service Coalition; Wayne Smith.

It was M/S/C to approve the March minutes as submitted.

COMMUNICATIONS:

Letter from Rotea Gilford, MCJC, to David Novogrodsky, Local 21, re the proposed status offender plan. Letter from Joseph Botka to Stuart Gordon re Mayor's handgun control task force. Letter from Commission to Pat Armstrong, CYA, regarding request for funds to pay for evaluation report. Brochure on conference, "The Abusive Society: Strategies for Survival in the 1980's for Families of Color." Brochure on the annual CPPCA conference and training session. Letter from Sonoma Juvenile Justice Commission re training program for commissioners in Region III Network. Invitation to a media event and barbecue to meet some of San Francisco's adoptable children, sponsored by the Park & Recreation Department, Department of Social Services and the Volunteer Auxiliary. Notice of April meeting of the Delinquency Prevention Coordination Council. February issue of ACTION News. November-December issue of Inside Westside. Informational package on San Francisco's Unified School District. Letters from Joseph Botka, Warren Cain, Laura Grieneeks and John Kearney in response to the YGC Evaluation Report.

Chairman Gordon welcomed the guests in attendance.

JUDGE'S CORNER:

Judge Low distributed copies of the Commission's YGC Evaluation Report to all Judges of the Superior Court, the Referees and John Kearney of the School Department. The Judge has studied the report and indicated that it is thorough and has many fine recommendations. Many of the recommendations have already been implemented and others will be studied and followed. The Juvenile Court Judges Committee met and reviewed the report and a written response will be

forthcoming from the Superior Court. The Judge is satisfied that in the past nine months positive things have taken place, and with the Commission's help he intends to work on many other recommendations for the improvement of services at the YGC.

Judge Low and the Referees attended the Juvenile Court Institute to learn of new developments in Juvenile Court work. Judge Low hopes that through regular monthly meetings with the Referees and with other informal discussions to bring greater consistency, while still preserving independence, to the Court's work. There is a need to improve continuing judicial education. He also hopes to closely monitor the reports and the supervision of probation officers to bring greater consistencey to their work.

Progress is being made toward a full-time, second judge for the YGC. The Board of Supervisors is being urged to support this, and the Commission's help would be persuasive.

The CASA project was funded by the Junior League. CASA will have volunteers working on dependency cases of children over age 10 to see if greater permanency can be provided their status. CASA will be asked to do other tasks relating to dependency cases as well. CASA offices will be located in the W1 cottage. The Judge has high hopes of using volunteer services for many other programs at YGC.

The status offender program is moving along. A first month's report will be provided to the Commission shortly. The Family Crisis Unit is providing early counseling, and early reunification and early referrals to community based agencies are taking place. There are some problems to work out, such as adequate space, funds for AB 90 agencies doing counseling and new resources for foster beds.

Judge Low has held meetings with Ed Sarsfield and representatives of Children's Home Society. There are several questions with intake, care, referrals to McAuley and housing which the Judge hopes to clarify. Children's Home Society's contract is up for review in June 1982.

Judge Low has sent out a series of rules for dependent wards voluntarily committed to McAuley. This is the first set of rules and regulations of any county in the State. He hopes to limit placement of wards at McAuley, even voluntarily.

The Cultural Awareness Program is progressing nicely. The Judge provided copies of two summaries of the youngsters views on the program to the Commission.

Judge Low spoke to Probation staff at a general staff meeting chaired by Mr. Botka on March 12. He intends to participate in regular meetings with staff to hear their views. He and Mr. Botka feel that regular, open communication with staff will improve their relationships.

Judge Kline, Mr. Botka, Jim Licavoli, representatives of the Unified School District and the Judge continue to work on vocational training programs for Log Cabin wards. There is progress and a report should be forthcoming. Commissioners

Salerno and Webb have been putting in a lot of work on an electronics program that would include TV/cable installation instruction. There will be a meeting next week with School District representatives about automotive equipment at the Ranch.

There are still plans slated to close a W cottage this summer and use the space for another special program. High on the Judge's priority list is a program for youngsters between 13 and 15 who are held at YGC for up to 90 days. A strong counseling component, a school furlough or an educational program, training and other responsibility training should all be part of the program. These younger wards will be kept separate from the older wards.

School attendance records of probationers are now being received every two weeks. Probation officers are checking these and citing both parents and wards to court. Parents are being admonished of their responsibilities for their children's non-school attendance. Starting in April, SARB referrals will appear on the Friday afternoon calendar where parent and child will be held accountable for truancy.

Judge Low welcomes any help the Commission can give toward the many programs being planned or underway at the YGC.

GUEST SPEAKER:

Barbara Kimport from the Junior League of San Francisco introduced herself and presented the CASA (Court Appointed Special Advocates) Project to the Commission.

CASA is an independent project co-sponsored by the Junior League of San Francisco, the Bay Area Urban League and the National Council of Jewish Women in cooperation with the Juvenile Court.

The project is a two-year demonstration project wherein trained volunteers are appointed by the Juvenile Court Judge to monitor the cases of and to speak on behalf of abused and neglected children who are, or may become, dependents of the court. Each sponsoring agency will provide 10 individuals to begin program training in July, and by the end of the first year there will be 60 volunteers working. By the end of the second year, there should be 120 volunteers involved.

The project seeks to ensure that a child's right to a permanent home is acted upon in a sensitive and expedient manner. The major problems that the project will be addressing are: 1) children remaining in out-of-home settings for too long and moving from placement to placement without a clear, permanent plan for their futures; 2) quality of care received by these children; 3) lack of enough detailed background information to make informed decisions; 4) adversarial relationships among agencies in dependency case dispositions impeding expedient settlement of cases.

Volunteers will investigate all relevant facts about the case and ensure that these facts as well as all reasonable options for the child are before the

court at all hearings. They will monitor court orders to ensure compliance, and they will facilitate working relationships among involved parties in order that they may fulfill their obligations to the child in a timely fashion.

Ms. Kimport indicated that the start-up date is May 15, 1982, and that the project will have its offices in the W1 cottage area. She distributed an informational sheet to the Commissioners.

It was M/S/C to endorse the CASA project.

REPORTS:

Chief Probation Officer: Mr. Botka reviewed the monthly statistics for March and indicated that there was an increase in the law violation admissions, which is not unusual for this time of year. He also pointed out that the average length of stay for status offenders was slightly higher in March due to awaiting placement in foster homes. Commissioner Ayala asked if a new report could be devised that would show the statistics for the same month the previous year alongside the current month's figures for comparative purposes.

The status offender program is working well. There have been contacts from several agencies interested in providing short-term foster care.

The serious offender program in B5 is moving along well. The grant funds are now in the Controller's Office.

Mr. Botka is attending meetings of the Juvenile Justice Task Force of the DPCC, which is currently looking into the transition from court schools, specifically Log Cabin Ranch, into the community schools.

San Mateo County has inquired about utilizing Hidden Valley Ranch as an honor camp for adult prisoners due to overcrowding in their jail facilities. Leasing of vacant City and County property/facilities is the responsibility of the Real Estate Department. McCobb Homes of Southern California has also shown interest in leasing the property as a private placement facility for youth. The Court cannot maintain a high enough population at Hidden Valley to reopen it as it was operated in the past. If a group such as McCobb were to get in, the Court could then use their facility as a placement resource. However the bid process could take up to six months or more before any group could actually set up an operation.

It was M/S/C to send a letter to the Mayor and the Board of Supervisors strongly opposing the use of Hidden Valley Ranch for adult offenders.

Community Liaison: Commissioner Laws stated that the committee's report was in the folders. She indicated that the Probation Officers' Association will be going before the Board of Supervisors requesting an amendment in the MCJC status offender plan stating that there shall be no reduction in probation officer positions allocated to the Juvenile Probation Department, directly or indirectly, to fund the proposal. Mr. Rotea Gilford, Executive Director of MCJC, wrote to the Probation Officers' Association stating that that is their

understanding and that they are in support of the amendment. The committee, therefore, feels the following resolution would be appropriate:

WHEREAS, An amendment to the Mayor's Criminal Justice Council Status Offender Plan of November 24, 1981, has been offered by the Probation Officers' Association; and

WHEREAS, The number of probation officer positions allocated to the juvenile justice system in San Francisco is now only barely sufficient to ensure the health and safety of children served by the Juvenile Probation Department; and

WHEREAS, Additional probation officer positions are needed so as to give proper guidance to the MCJC Plan; now, therefore, be it

RESOLVED, That the Juvenile Justice Commission of the City and County of San Francisco supports the principle stated in the proposed amendment to the MCJC Status Offender Plan of November 24, 1981, to the effect that there should be no reduction, directly or indirectly, in probation officer positions allocated to the Juvenile Probation Department as a result of the adoption of the aforesaid plan.

It was M/S/C to approve this resolution.

The committee was asked to look into the procedure used in obtaining police incident reports in a timely manner. The committee feels that this inquiry lies within the province of the Probation Services Committee and, accordingly, so refers it.

The committee recommends that it be disbanded, since its functions are being handled by the Finance Committee and the various liaison Commissioners, and that the members be assigned to other committees. It was M/S/C to disband the Community Liaison Committee and to amend the by-laws to reflect this change.

Finance Committee: Commissioner Costello reported that the committee has met with Mr. Botka and Mr. Spillane several times. Contracting out of various services has been reviewed. Commissioner Marovich has the figures on contracting out laundry services. The proposal to contract out the food service does not seem feasible for a juvenile detention facility, and cuts have already been made in the budget to lower the cost of food services. Mr. Botka has been urged to check with PG&E about natural gas for Log Cabin Ranch instead of propane, which is increasing rapidly in price. The committee has asked Mr. Botka to prepare the ultimate budget which would provide for sound financial management of the department and has asked that they be allowed to accompany him when he presents the budget to the Mayor's Office.

Institutions: Chairman Gordon read the report submitted by Commissioner Mayberry. The committee monitored and evaluated all services and functions of Juvenile Hall, status offender cottages, Log Cabin Ranch and the county jail and made regular site inspections throughout the year. The committee focused

its attention on two special investigations during the year. One was on the matter of hiring policies at the Juvenile Court, and the other was the YGC Evaluation Committee's investigation.

Juvenile Court: Commissioner Caesar stated that the committee's annual report would be submitted at the May meeting.

Legislative: Commissioner Caesar stated that the committee's annual report would be submitted at the May meeting. She distributed a brief report and pointed out a trend in legislation for youth that indicates a "get tough" approach and locking up of youth. AB 491 has been resubmitted and is amending the amount of money being requested for the Big Brothers and Big Sisters. Commissioner Caesar called the Commission's attention to an article about Commissioner Wada and circulated it among the Commissioners.

Probation Services: Commissioner Grandin stated that the committee's report had been mailed to Commissioners and asked that the report be adopted by the Commission. Commissioner Wada stated that some of the recommendations were too mild and suggested the following changes:

Recommendation 1: Request that the Chief Probation Officer mandate training for Juvenile Hall and Probation staff in the area of special needs of sexual minority youth.

Recommendation 2: Request the Juvenile Court Judge and the Chief Probation Officer to mandate that all relevant personnel utilize the expertise of the consultants from the Center for Special Problems.

Recommendation 4: Request that the Chief Probation Officer select one or two probation officers who will be responsible for working specifically with sexual minority youth in addition to their other Probation responsibilities.

Recommendation 7 (added): Request that the Juvenile Court Judge and the Chief Probation Officer respond to these recommendations within 90 days.

It was M/S/C to adopt the report with the above changes. Commissioner Grandin indicated that the Civil Grand Jury and the Sexual Minority Youth Service Coalition asked to be provided with a copy of the report. She stated to them that once the report had been approved by the Commission, she would see that a copy was sent to them.

Court-Police: Commissioner Ballou reported that the monthly meeting would be on the following day and that the matter of police reports is on the agenda.

Medical Advisory: Commissioner Smith reported that the committee met the previous day. There was some discussion about placing the nurse at Log Cabin Ranch in the Public Health Department's budget. Marie Hicock is the nurse at the Ranch and has been on the job for two months now. She is very capable and is working well with YGC medical staff. Another matter that was on the agenda concerned the jail advisory committee setting up standards for incarcerated persons.

Chairman Gordon announced that the Medical Advisory Committee is being renamed the Health Care Services Advisory Committee and that Commissioner Grandin is being appointed as co-liaison with Commissioner Smith. Commissioner Smith will focus on the medical issues and Commissioner Grandin on the psychiatric/psychological issues. It was M/S/C to approve this change.

Network Region III: Commissioner Basse indicated that all Commissioners should have received a copy of the ACTION newsletter. The training session which was to be held in Sacramento has now been incorporated into the annual CPPCA training conference, which will take place May 12-14 in Pasadena. Brochures re this conference were distributed to Commissioners. Commissioner Basse said that anyone interested in attending should let her know. The Network will be paying the $65 registration fee and some of the other expenses if possible. This will depend on the number of commissioners going. Possibly two or three commissioners per commission will be reimbursed for expenses. She is tentatively planning to attend.

Announcements of a training program to be held April 24 from 9:30 a.m. to 4 p.m. in Santa Rosa were distributed to Commissioners. Anyone interested in attending this training should respond per the material. Commissioners Basse and Laws will be attending.

Nominating: Commissioner Smith presented the following slate of officers: Chairman, Commissioner Mayberry; Vice Chairman, Commissioner Laws; Secretary, Commissioner Ballou; Treasurer, Commissioner Grandin. It was M/S/C to adopt the slate of officers as recommended.

YGC EVALUATION COMMITTEE REPORT RESPONSES:

Chairman Gordon thanked all the Commissioners on the committee for the outstanding job done on preparing the report.

Chairman Gordon stated that written comments were received from Joseph Botka, Warren Cain, Laura Grieneeks and John Kearney, which will be forwarded to the Superior Court Judges. These individuals were allowed to make any comments in addition to their written statements previously submitted. Comments were recorded on tape.

Chairman Gordon wishes to state for the record that it was never a consideration to recommend firing Mr. Botka. Any such remarks are rumor and totally unfounded. This was never discussed or contemplated by the Juvenile Justice Commission.

Joseph Botka: Mr. Botka commended the Commission on a fine report. He has chosen four priority items to work on and invited interested Commissioners to join him in accomplishing them. He distributed a memo which outlined the four areas: health services; school program at YGC; school program at Log Cabin; bilingual assistance. Mr. Botka also reported that the announcement for the Juvenile Hall counselor exam has gone out and that over 700 applicants had signed up. The exam is scheduled to be given on May 19.

Laura Grieneeks: Dr. Grieneeks stated that the comments she submitted in writing reflect inaccuracies she felt were contained in the report.

Chairman Gordon indicated that Mr. Cain was not present, and since no one had received a copy of Mr. Kearney's letter, he read it to the Commission. Mr. Kearney essentially stated that he feels the school program is excellent and that he continually seeks ways to improve on the program.

Commissioner Grandin stated that due to a mix-up, union representatives had not received a copy of the report early enough to respond by the April meeting. She asked that they have an opportunity to submit a written response ten days in advance of the May meeting and be given a few minutes at the May meeting to speak if they so desire.

It was M/S/C to disband the committee at this time, subject to any later time next year or thereafter to reinstitute it.

UNFINISHED BUSINESS:

Handgun Control: Since Commissioner Webb was absent, the matter was deferred to the May meeting. Mr. Botka indicated that a revised ordinance may be coming out, and he stated that he would see that Commissioners receive any new material on this issue.

NEW BUSINESS:

Commissioner Costello informed the Commission of "Project Prepare," whose goal is to make every San Francisco citizen aware of his responsibility to protect himself and his family in the event of a major earthquake. The week of April 14-20 will be devoted to this project. She urged Mr. Botka to obtain enough brochures to distribute to staff.

Commissioner Cayton commented on the one-day announcement for the Juvenile Hall counselor exam. He voiced his dissatisfaction with such a short notice. Commissioner Wada indicated that he wrote a letter to the Civil Service Commission to express his protest of the one-day announcement. Chairman Gordon asked Commissioner Laws to check into the matter and report back. It was M/S/C to go on the record opposing the one-day announcement as not being sufficient and request that Civil Service give more adequate time.

DPC Liaison: Claire Zvanski, on behalf of the Delinquency Prevention Commission, commended the Juvenile Justice Commission on its evaluation report. The DPC is very pleased with it.

Ms. Zvanski stated that commissions are being urged to send as many youth commissioners as possible to the training in Santa Rosa on April 24. Scholarships are recommended to assist in the costs.

Ms. Zvanski indicated that it has been proposed that the Big Brothers and Big Sisters compete with all other interested parties for the CYA funds rather than go the route of legislation. It was M/S/C to oppose AB 491.

There being no further business the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Joanna Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

* * * * *

CHAIRMAN'S STATEMENT OF CLARIFICATION

At the regular Commission meeting of April 1, 1982, I stated that:

"At no time did the YGC Evaluation Committee or the Juvenile Justice Commission as a whole even consider recommending to the Superior Court that Mr. Botka be asked to resign as Chief Juvenile Probation Officer. This is a misstatement which I would like to clarify:

"During the course of the YGC Evaluation Committee's investigation several concerns were raised about Mr. Botka's performance as the current Chief Juvenile Probation Officer as well as the circumstances of employment of past, present and future Chief Juvenile Probation Officers. Both the YGC Evaluation Committee and the Commission as a whole considered all reasonable options toward the resolution of those problems emanating from both the person and the office of the Chief Juvenile Probation Officer.

"After all the reasonable options were considered, the Commission decided at this time to recommend that the position of the Chief Juvenile Probation Officer, present and future, be scrutinized by the Superior Court with the aim of eliminating circumstances of the position which detract from the firm, consistent leadership the Youth Guidance Center requires from its Chief Juvenile Probation Officer, that performance criteria be identified and that a policy of routine evaluation of Chief Juvenile Probation Officers be instituted immediately. Under these circumstances we chose to give Mr. Botka our full support in the performance of his job as Chief Juvenile Probation Officer."

Respectfully submitted,

Stuart M. Gordon, Chairman
JUVENILE JUSTICE COMMISSION

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MINUTES OF MAY 6, 1982 COMMISSION MEETING

In the absence of Chairman Gordon, Vice Chairman Laws convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Laws, Ballou, Ayala, Basse, Caesar, Costello, Grandin, Marovich, Mayberry, Salerno, Smith, Sprague. Excused: Cayton, Figone, Gordon, Wada, Webb. Staff: Low, Botka, Cain, Deutsch, Exnicios, Pappas, Perino, Williams. Guests: Stephanie Chang and Michael Killelea, City Attorney's Office; Patricia Armstrong, CYA; Kathleen Ryan, Volunteer Auxiliary; Laura Grieneeks, YGC Health Care Services; Jane Asselin and Claire Zvanski, DPC; John Kearney, Court Schools; Paul Gross, Sexual Minority Youth Service Coalition.

On behalf of Chairman Gordon, Vice Chairman Laws officially transferred chairmanship to Commissioner Mayberry.

Chairman Mayberry read a letter from Commissioner Gordon, which expressed his congratulations to Chairman Mayberry as the new chairman and his best wishes to the Commission in its future endeavors. He also submitted his resignation, effective this date. It was M/S/C to accept Commissioner Gordon's resignation with regrets. The gift to Commissioner Gordon from the Commission was passed among the Commissioners for viewing.

It was M/S/C to approve the April minutes as submitted.

COMMUNICATIONS:

Letters were sent from the Commission to: David Novogrodsky, Business Manager of Local 21, informing him of resolution passed by the Commission re status offender plan; Mayor Feinstein and Board of Supervisors opposing the use of Hidden Valley Ranch for adult offenders; Louis Hop Lee, President of the Civil Service Commission, re one-day application acceptance for counselor exams. Letter from Wallace Levin, Chairman of DPCC, announcing that DPCC meetings will be held on a quarterly basis starting in June, and enclosing report of the DPCC's April meeting. Informational sheet on Comprehensive Child Crisis Service located at Children's Hospital. Invitation to Salvation Army's luncheon honoring Edward J. DeBartolo, Jr. Announcement of a national criminal justice executive symposium, June 1-3, 1983, sponsored by the National Conference of Christians and Jews and the Claremont Graduate School of Criminal Justice. 1981 Annual Report of the Family Service Agency of San Francisco. Copy of publication, "Suicide Prevention in Juvenile Facilities," from the CYA.

Commissioner Laws read a letter from Thomas Smegal on behalf of the Juvenile Justice Committee of the Bar Association of San Francisco to Judges Colvin and Low in response to the Commission's YGC Evaluation Report. They commend the Commission on its report and indicate that the report accurately identifies many significant problems and formulates realistic and workable recommendations to remedy them. They concur with recommendations 6 through 12 re the Chief Probation Officer and urge implementation of these recommendations. They endorse the concept of regular quarterly meetings between Commission members and the judges on the juvenile court committee.

Kathleen Ryan, President of the Volunteer Auxiliary, extended an invitation to the Commissioners to attend the Auxiliary's annual luncheon meeting on May 12.

JUDGE'S CORNER:

The young offenders intensive counseling unit opened in Bl today. Males between the ages of 13 and 15, usually repeat offenders who might otherwise be committed to Log Cabin Ranch or the Youth Authority, can be committed to this special unit for a period between 30 and 90 days. The goal is to develop good social habits for these youth and to provide intensive counseling with school, work and recreational programs.

Commissioner Grandin questioned the exclusion of "overt male prostitutes" from the intensive counseling program. Judge Low and Mr. Botka both indicated that it applies to youth who may create problems for other youth in the program They are concerned about gay youth being victimized by others or victimizing others.

Commissioner Grandin stated that she finds this exclusionary policy discriminatory in that gay youth need the services provided in the intensive counseling program as much as other young men and no alternative plan to provide these services to gay youth has been proposed. She further stated that sexual activity is just as likely to occur among heterosexual youths. Staff of the intensive counseling program should be able to deal with bullying and coercive behavior of one detainee against another, whether the motive for such behavior is race, size, religion or sexual orientation. Judge Low and Mr. Botka plan to review the language of the plan and inform the Commission of any changes.

Commissioner Grandin also questioned the idea of allowing youth to work as clerical helpers in the divisions where they would have easy access to confidential information. Mr. Botka indicated that they would be very careful about the clerical duties given to these youth.

On May 8 the community service program will expand. Ten youths on probation will clean graffiti on Muni buses. This is in addition to the ten probationers working with the Recreation and Park Department on Saturdays and the youths assigned to work at YGC after school and on Saturdays. Probation and janitorial staff have been most cooperative in this program.

An anti-drug counseling program will begin at Log Cabin Ranch this week. Agencies from Bayview-Hunters Point and from the Mission District will counsel

wards at Log Cabin and continue to follow their progress upon release from the Ranch. This counseling is in part due to a grant from the Volunteer Auxiliary.

The electronic vocational program will begin this month at Log Cabin Ranch. Ten qualified students will learn basic electronics and learn how to install cable TV lines. The Volunteer Auxiliary is paying for the instructors and Commissioners Salerno and Webb are assisting in the program.

With the help of Judge Tony Kline, a proposal for a $400,000 vocational training and job placement program will be started in the private sector. Juveniles will be given on-the-job counseling, work training and then hopefully employment to change their lifestyle. A substantial financial commitment by The San Francisco Fouccation and the Bank of America has been already made. The program will begin in early 1983. A summary of the program is in Commissioners folders.

Yesterday a further meeting with school officials was held to re-examine the school programs at YGC and Log Cabin. The Board of Education will have a policy resolution asking for an assessment and improvements in the education programs at YGC and Log Cabin. The hope is to better test and screen students, pursue educationally handicapped funding and vocational educational monies, offer alternative courses and perhaps conduct a full-time summer school program. The Judge wants to make the educational programs as relevant and useful as possible to wards at YGC and Log Cabin. The next meeting will be on May 17 and any Commissioner interested in participating in this effort is invited.

By June 15, 1982, CASA should have its director. They will be initially assigned to review the status of dependents over ten years old or who have been in placement more than three years. Meetings have been held with DSS and the City Attorney's Office to maximize cooperative efforts.

The Probation Department had a session on its 1982-83 budget with Mayor Feinstein on April 23. The Mayor was very supportive and is pleased with the work being done at YGC. The department was allocated just about all the funds that were expected.

The County Clerk's Office at YGC, with the assistance of the Probation Department and the Referees, is studying ways to improve and shorten court forms. The purpose is to reduce the paperwork and to move towards greater use of computerized calendaring, case tracking and retrieval of information.

Judge Low has been appointed by Tony Amador, Director of the Youth Authority, to a statewide committee of judges, probation officers and public members to review problems of juvenile hall overcrowding, standards of care for juvenile facilities and counselor training. A report to the Youth Corrections Board should be published in the fall.

The status offender program started on March 1 is doing well. There is greater use of the family crisis facility, reduced bookings, increased use of community based organizations and better services. The first month's statistics were included in Commissioners folders.

GUEST SPEAKERS:

Commissioner Laws introduced Deputy City Attorneys Michael Killelea and Stephanie Chang, who would be speaking to the issue that is preventing the normal promotional process from taking place in the Probation Dapartment.

Mr. Killelea gave an overview of the situation. In 1976 tests were given for 8442 Senior Probation Officer and 8414 Supervising Probation Officer. Prior to the tests and until the lists came out, the vacant positions were held by individuals on a temporary basis by virtue of seniority. When the lists came out, those individuals on the list took preference and assumed the positions. Some of the displaced individuals felt that the tests were discriminatory based on sex, age and race and violated the civil rights act under federal and state laws. They subsequently initiated a class action suit against the City.

The court ruled that discrimination had been demonstrated and that those who had held the positions on a seniority basis were to be restored to the positions as if no tests had been given. Further, they were to receive back pay for the time they had been excluded from the positions and new tests were to be given. The City appealed this ruling on the ground that a prima facie case had not been demonstrated and, therefore, the City was not required to show validity of the tests. Also, by the court ordering that displaced employees be restored to the positions and that new positions be created to expand the supervisorial ranks in the Probation Department and that new tests be given, it went beyond its judicial area into the legislative process.

If the City is successful in its appeal, new tests will not have to be given and appointments will continue to be made off the list. If the City is unsuccessful, tests will have to be given and no further appointments can be made off the first list. In the event new tests have to be given, only those who failed the first tests will be eligible to participate. Those who passed the first tests will retain their positions.

At the present time there are 25 senior probation officer positions and 10 supervising probation officer positions. The court ruling created an additional 13 senior and 9 supervising positions so that displaced employees upon taking and passing new tests will have positions to move into. Due to attrition the number of positions that will be created may be less than 13 and 9. At this point the senior positions are pretty well in place. However, in the supervising positions there are more supervisors than divisions to supervise. If the plaintiffs are successful, this imbalance would continue for some time since the attrition rate in this rank is quite slow.

REPORTS:

Chief Probation Officer: Mr. Botka reported on a number of items relative to the issue of dealing with sexual minority youth. He indicated that with the assistance of the Sexual Minority Youth Service Coalition a letter was prepared and sent to placement facilities regarding discrimination against sexual minority youth. Rugh Hughes and Jon Herzstam from the Center for Special Problems attended one of Warren Cain's staff meetings and arrangements have been made for

them to visit with various divisions to become acquainted with staff and learn how they can best assist the Probation Department. They are also attending staff meetings in Juvenile Hall on Friday monnings in order to become acquainted with staff and work with them. Recently Ruth and John were the guest speakers for the cultural awareness program in Juvenile Hall. Their presentation was very interesting and they answered questions from the youths very well. With respect to training, arrangements are being made to establish a formal course to educate staff and develop their sensitivity to sexual minority youth. This will be done through SB 924 training and begin some time after July 1. At this time no probation officer has been assigned to deal specifically with sexual minority youth. Staff are consulting with Ruth Hughes and Jon Herzstam as well as with one of our probation officers who is a member of the Sexual Minority Youth Service Coalition.

Mr. Botka pointed out the new statistical format which allows a comparison of the current month against the same month the previous year. He pointed out that admissions in Juvenile Hall were up due to more youths being detained on the weekends for probation violations. Status offender admissions have decreased somewhat since the inception of the new program making better use of community agencies. Log Cabin Ranch admissions and CYA commitments are relatively consistent with the past several months.

Mr. Botka distributed applicant flow data received from Civil Service relative to the counselor exams. The data indicates the number of applicants for each exam by race and sex. It also gives a breakdown of San Francisco's labor force by race and compares it to the Juvenile Court's labor force by race. The data seems to indicate that there are sufficient applications from the various ethnic groups. Civil Service has submitted this data to the Office of Revenue Sharing, which must approve it prior to the exams being given.

Commissioner Laws asked Mr. Botka to give a progress report at the June meeting on the status of getting more foster homes for the 601 program.

Juvenile Court: Commissioner Caesar stated that the committee's annual report was in the folders. Although steps had been taken to convert space for a holding room, the project was not completed. The committee recommends that plans be expedited immediately to establish the holding room. Another matter discussed and previosuly recommended by the committee was the setting up of a law library at the Juvenile Court. This, too, has not been accomplished and the committee recommends that plans move forward. The Referees enthusiastically praise the regular luncheon meetings with Judge Low and other key staff members. They are concerned over criticism that they do not make independent decisions and rely more on probation officer recommendations. They regard highly the Commission's evaluation report and applaud the recommendation regarding ethnic composition of the judiciary.

Legislative: Commissioner Caesar indicated that the committee's annual report was in the folders. She stated that it has been her pleasure to serve on this committee and provide the Commission with legialative updates each month. She pointed out that the Commission participated in two campaigns during the past year. One was to oppose Senator Presley's bill to lower the age (from 16

to 13) where a youth could be tried in adult court. This bill was killed. The other was opposition to Assemblyman Alatorre's proposal to provide a special appropriation to Big Brothers and Big Sisters. This bill is still in judiciary committee, and since it has remained in committee so long it is possible that there is not enough support to pass it.

Probation Services: Commissioner Grandin indicated that the committee's annual report would be mailed to Commissioners Mayberry and Laws for inclusion in the annual report.

Finance: Commissioner Costello thanked Commissioner Basse for attending the budget meeting with the Mayor. As Judge Low commented earlier, the meeting went well and the department received the funds it expected.

Commissioner Grandin commented that to her knowledge the Commission has never had the opportunity to discuss the goals of the Finance Committee. She indicated that any recommendations of the committee should be brought before the Commission before being pursued with other departments or the public. Commissioner Costello stated that the committee had recently been established and that the time limits in which it has had to work has not coordinated well with Commission meetings. Chairman Mayberry stated that since there is an executive committee in place now, Commissioner Costello could consult with them so that her committee will not have to assume the total burden of responsibility. This would also apply to any committee chairman presented with a similar type of problem with time limits. Commissioner Laws agreed with Chairman Mayberry's suggestion but stated that since the Finance Committee would be looking at the budget throughout the year, it should bring written proposals before the Commission in accordance with the by-laws.

DPCC: Commissioner Ballou reported that the DPCC did not meet today. She indicated that she would need a representative at the June 3 meeting because she would be out of town. Commissioner Laws or Commissioner Costello will try to attend.

Health Care Services Advisory Committee: Commissioner Smith reported that a new medical director has been appointed through the Johnson Foundation grant. She is Dr. Janet Shalwitz.

Commissioner Grandin reported that she met with Dr. Peters who oversees the health care services at the YGC. They discussed the two staff assigned to YGC from the Center for Special Problems. He is concerned with clarifying the services they provide at YGC since they are merely on loan at this time. There will probably be a meeting with Dr. Peters, Dr. Grieneeks, Mr. Botka, Jon Herzstam and Ruth Hughes to clarify this matter.

Commissioner Grandin commented on the psychiatric services at YGC and pointed out a difference in what the Psychiatric Clinic and the Department of Public Health think they should be doing at YGC and what YGC staff think they should be doing. This is domething that should be cleared up. Another problem area concerns the fact that with the exception of the nurse at the Ranch, the health care services staff provide needed services, yet are not accountable to

anyone at the YGC. An effort should be made to determine the most needed services, which are possible to meet and which are not possible to meet. To ensure better coordination of health care services at YGC, there is need for everyone involved to confer to iron out problems as listed in the evaluation report.

Commissioner Smith indicated that this has always been the situation and that there is no easy solution. Every system will have its pros and cons. Commissioner Smith believes that the Juvenile Court does not want the YGC health care services staff in its budget. The Department of Public Health does have a bigger budget and more flexibility than the Juvenile Court for coverage to compensate for vacation and illness absences. However, the Department of Public Health is very loath to accept the responsibility of physician back-up for a nurse at the Ranch who is hired by the Juvenile Court.

Chairman Mayberry asked Commissioners Smith and Grandin to look into these areas of concern. Commissioner Grandin indicated she will call a meeting with all concerned individuals some time soon.

Extension of Meeting: It was M/S/C to extend the meeting an additional 20 minutes.

Secretary's Report: Commissioner Ballou reminded Commissioners to turn in their hours in compliance with Article III, Section 7 of the by-laws regarding participation. She asked that during her absence that Commissioners provide Madeleine with the reports.

Network: Commissioner Basse indicated that she will not be able to attend the CPPCA meeting in Pasadena this month. She stated that the training session would be video taped, however, and this would enable the entire Commission to get in on the training. The tape will be available through the Network and she will find out more about it at the next Network meeting.

Commissioner Basse attended the training session in Sonoma County recently and reported that it was very good. Commissioner Laws indicated that she had attended this training and that it was excellent.

Treasurer's Report: Commissioner Grandin reported that there was still quite a bit outstanding in costs for printing the evaluation report. Chairman Mayberry stated that Commissioner Gordon is willing to have his office absorb costs incurred by his office. Commissioner Grandin stated that the CYA was not in a position to assist the Commission with funding for this project. Commissioner Laws referred to Section 231 of the W&I Code, which indicates that commissioners shall be reimbursed for actual and necessary expenses by the county of appointment or the Board of Supervisors may provide that commissioners will be paid $25 per meeting. Chairman Mayberry asked Commissioner Grandin to research this and report back to the Commission.

It was M/S/C to pay for Commissioner Gordon's gift from the Commission's account.

DPC: Claire Zvanski announced that Stuart Patt is the new president of the DPC. Georgette Elizalde is the 1st vice president and will be handling the advocacy aspect. Wallace Levin is the 2nd vice president and will be handling coordination (DPCC). The DPC has sent a letter of support for a 28th Superior Court judge to the Board of Supervisors.

Chairman: Chairman Mayberry announced new committee assignments and distributed a list of committees and members to each Commissioner. It was M/S/C to approve these committee assignments.

Chairman Mayberry referred to a proposed letter to the Board of Supervisors regarding a second judge for the Juvenile Court. Commissioner Caesar remarked that this would be the time to indicate that the next appointment should be someone to represent one of the minority groups. Commissioner Laws disagreed, indicating that the focus is on getting the additional judge and that the Presiding Judge of the Superior Court will be assigning the judge to the Juvenile Court. Commissioner Caesar agreed to withdraw her request on the condition that the Chairman writes a letter to the Presiding Judge, emphasizing the Commission's desire that the next judge assigned to the Juvenile Court should represent one of the minority communities.

UNFINISHED BUSINESS:

Handgun Issue: Deferred to June meeting.

YGC Evaluation Report Responses: Commissioner Grandin stated that the Probation Officers Association submitted a response to the report but nothing was received from the counselors union. Rich Perino, representing the Probation Officers Association, was present and asked if it would be possible to meet with the Probation Services Committee to discuss the matter of promotional exams, especially in light of comments made by the guest speakers from the City Attorney's Office. It is his feeling that the City Attorney's Office may have some misleading information. Commissioner Grandin will make arrangements to meet with the Probation Officers Association.

Extension of Meeting: It was M/S/C to extend the meeting an additional 5 minutes.

Commissioner Grandin stated that she had received a number of phone calls, including one from the Probation Officers Assocation, stating that a Commissioner had shared the Commission's evaluation report with other people prior to it being finalized, printed and distributed. She indicated that this represents a lack of integrity, is a real breach of loyalty and is deplorable. Because several changes were made in the report before it was finalized, a situation was created whereby some groups felt that they had received one report while other groups received another.

It was M/S/C to adjourn the meeting to executive session at 2:55 p.m.

Respectfully submitted,

Joanna Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley, Recording Secretary

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MINUTES OF JUNE 3, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:40 p.m. In the absence of Commissioner Ballou, Chairman Mayberry asked Commissioner Laws to serve as Secretary Pro Tem.

ROLL CALL:

Present: Mayberry, Laws, Grandin, Basse, Caesar, Figone, Marovich, Romero, Salerno, Smith. Excused: Ballou, Cayton, Costello, Sprague. Absent: Ayala, Wada, Webb. Staff: Low, Botka, Exnicios, Twing. Guests: Jane Asselin and Claire Zvanski, DPC; John Kearney and Werner Plagge, Court Schools; Mary Wagner and Barbara Assinelli, YGC Health Care Services; Margaret Brodkin, Coleman Children and Youth Services; Brian Slattery, California Children, Youth and Family Coalition.

Chairman Mayberry greeted the guests in attendance and took the opportunity to explain the procedure for being placed on the Commission's meeting agenda. He indicated that requests should be made two weeks before the Commission meeting.

Judge Low introduced new Commissioner George Romero, who will be filling out the term of Stuart Gordon. Commissioner Romero is an attorney and is very actively involved in youth work. He is a Delinquency Prevention Commissioner and a member of various committees, including the committee looking into the educational programs of the Juvenile Court.

It was M/S/C to approve the May minutes as submitted.

COMMUNICATIONS:

May issue of "Youth Issues." June issue of "Tenderloin Times." Press release from Supervisor Carol Ruth Silver concerning the definition of family unit. Notice of Board of Supervisors committee hearings on 1982-83 departmental budgets. Board of Supervisors Public Protection Committee calendar. Letter from Supervisor John Molinari indicating that should the issue of using Hidden Valley as an adult honor camp come before the Board of Supervisors, he will oppose it. Letters from Russell Zellers of Hospitality House and Paul Gross re terminology "overt" male prostitution and exclusion of such youth from the intensive counseling program in Juvenile Hall. Letters from Joseph Botka in response to letters from Russell Zellers and Paul Gross, indicating that the wording "overt male prostitution" will be removed from the policy statement, and all youths who are committed to this unit by the court will be included in the program. Also, any youth having special problems will be handled in an individualized program pursuant to his needs. Summary report of the State Advisory Group on Juvenile Justice and Delinquency Prevention for FY 1980-81.

Memo from Region III Network re AB 491 with request to ask representatives in Sacramento to oppose the bill. Letter to David Novogrodsky, Probation Officers Association, from Joseph Botka in response to Mr. Novogrodsky's letter of May 4 to the Commission. DPCC June meeting notice. Letter from Commission to Nelson Williams, senior probation officer, re his request to discuss the pending federal law suit with response indicating that matter is referred to the Probation Services Committee.

JUDGE'S CORNER:

School Program: Study of the Court schools continues, and there will be a meeting of the committee today. Any Commissioner wishing to attend may do so. The committee's goals are to make the school curriculum as relevant as possible to the students, bring greater individualized learning and improve the school programs. Judge Low will appear before the Board of Education on June 15 to seek their support and inform them of these goals.

Other areas the Judge is looking into are: early testing and evaluation of students; special educational programs for those students needing such; reducing TV viewing and bringing in more worthwhile programs; looking into the diets of detainees, especially for high sugar consumption and dietary deficiencies; ensuring that detainees attend classes and do not miss school for work and other alternative programs.

Two members of the Board of Education will be visiting Log Cabin Ranch later this month, and Dr. Alioto will be making his first visit to the Ranch in July.

CASA: Grace Hing has been selected as director. She has a masters in social work as well as a law degree and is currently a supervisor at the Department of Social Services. She will begin work on July 1 and receive direction from the CASA board on program operation.

Intensive Counseling Unit: The program in Bl is working well but does require some fine tuning. Judge Low invited the Commission to review and evaluate the program and provide recommendations and/or suggestions for improvement.

Charter Proposal: There is a Charter proposal being considered by the Board of Supervisors to have the selection of the Chief Probation Officer by a committee appointed by the Mayor. Loss of control of the Probation Department by the judiciary would create problems and the court would have difficulties proposing or implementing programs. The actual draft of the proposal has not been received yet.

Status Offenders: The status offender program is working well. Don Benz is beginning to work on developing foster homes for status offenders. There was a decrease in admissions in the unit last month and the counseling program is going well. However, there was a noted increase in the number of SARB referrals.

Court Calendars: The court calendars are very current and the number of continuances has decreased.

Community Service Program: The bus cleaning program on Saturdays is working very well and Muni officials are happy. Youths are cleaning off the graffiti on the interior of the buses and washing the outside of the buses. The programs at the Youth Guidance Center and with the Recreation and Park Department are also working out well.

Conference: The Judge and Mr. Botka attended a conference on dispositional alternatives for the serious juvenile offender in San Diego recently. It appears that San Francisco is as progressive and as effective as any juvenile court in the country in coping with this problem.

Proposition 8: If Proposition 8, the victim's bill, passes, there will be great impact on the adult courts and some changes in the juvenile court. The Court and the Probation Department are making preparations for implementing the new law if it passes. Cuts of 1/2 billion dollars in Medi-cal, if passed, will also affect the handling of mental health cases and other health facilities will have reduced funding. The Judge has met with Dr. Silverman to review some possible negative effects.

Cultural Awareness Program: This program is going very well and there is a firm commitment from Mayor Feinstein to speak at the session on July 6.

CHIEF PROBATION OFFICER'S REPORT:

As of June 1, Mr. Botka has taken over responsibility for direct supervision of Jim Licavoli and Log Cabin Ranch so that Bob Foote can concentrate on developing and monitoring the new programs in Juvenile Hall. Civil Service has been notified of this change in responsibility.

Youth Campus will close at the end of June. None of the seven youth placed there by the Probation Department will be going to McAuley or Napa. Each case is being handled on an individual basis and no problems are anticipated.

Don Benz is working on developing foster homes for status offenders. He hopes to have two homes by July 1.

The Probation Department's budget hearing before the Finance Committee of the Board of Supervisors will be at 1:30 p.m. on June 24. Mr. Botka will keep in close contact with the Commission's Finance Committee concerning this hearing.

The counselor exams will be given on June 12. Local 400 is sponsoring workshops prior to the exams to assist individuals in preparing for them.

A supplemental appropriation has been submitted so that individuals named in the federal law suit will begin to receive supervisory pay although they may not have a division to supervise.

While at the conference on dispositional alternatives for serious juvenile offenders in San Diego, Mr. Botka attended a meeting of the Guardian Angels. It turns out that the leader of the group is a bus driver in Oakland and once spent time in Juvenile Hall here and Don Benz was his probation officer. There

is a possibility that he and other members of the Guardian Angels will be speakers for one of the cultural awareness program sessions in Juvenile Hall.

There will be a general staff meeting for Juvenile Court employees on June 18 from 3:00 to 4:30 p.m. in the Chapel. Commissioners are welcome to attend.

COMMITTEE REPORTS:

Finance: It was M/S/C to accept the annual committee report of the Finance Committee.

Juvenile Court: Commissioner Caesar stated that the final report of the Juvenile Court Committee was an update of the interim report submitted in November. It was M/S/C to accept the annual committee report of the Juvenile Court Committee

Legislative: It was M/S/C to accept the annual committee report of the Legislative Committee.

Probation Services: Commissioner Grandin pointed out an error in the report. In the second sentence of the last paragraph, "sexuality" should be changed to "sexual." It was M/S/C to accept the annual committee report of the Probation Services Committee.

LIAISON REPORTS:

DPC: Jane Asselin stated that the Delinquency Prevention Commission is very happy about the appointment of George Romero to the Juvenile Justice Commission. She indicated that she will continue to be the liaison between the two commissions. She distributed brochures about the various summer programs for youth.

DPCC: Commissioner Romero reported on the work of the four task forces. The Employment Task Force has made very little progress and plans to pursue its areas of concern with the Mayor and try to involve private industry for direct employment of youth. He suggested that the Commission take a position that this is a priority issue and assist in any way possible.

The Recreation Task Force is looking into establishing chess, checkers and/or table tennis programs at the Youth Guidance Center, perhaps with a member of the Volunteer Auxiliary in charge. Leon Cohen established a chess program in the Unified School District in a relatively short period of time and it has been quite successful. Commissioner Grandin commented that something similar had been established in Los Angeles with good results. The task force has been in contact with the Golden Gate Table Tennis Club and there is a possibility that they will open up their facility to youths during the summer.

The Education Task Force has devoted much of its time to the educational program at Log Cabin Ranch. It will be moving into others areas as well.

The Juvenile Justice Task Force has focused its attention on the program at Log Cabin Ranch and transition from the Ranch back into the community.

Commissioner Romero indicated that Lt. Henry Williams of the Juvenile Bureau of the Police Department is retiring. There is some concern about the uncertainty as to leadership and structure of this division upon Lt. Williams' retirement. The DPCC has written a letter to Chief Murphy commending Lt. Williams for his work and urging the Chief to provide an on-going and stable leadership of the Juvenile Bureau.

SECRETARY'S REPORT:

Secretary Pro Tem Laws reminded Commissioners that the report of their hours for the first quarter is overdue and that the report for the second quarter is due June 30. During Commissioner Ballou's absence, reports should be turned in to Madeleine.

TREASURER'S REPORT:

Commissioner Grandin reported on the outstanding bills relative to the Evaluation of the Youth Guidance Center Report. The matter will be discussed further in the executive session.

CHAIRMAN'S REPORT:

Chairman Mayberry suggested that the Commission prepare a resolution thanking Stuart Gordon for his outstanding work as chairman for the past two years. It was M/S/C to draw up a resolution.

Chairman Mayberry acknowledged Commissioner Wada's retirement from the YMCA after many years of great work.

Chairman Mayberry indicated that the annual report of the Commission was in the folders and asked for approval for submission in the Juvenile Court's annual report. It was M/S/C to defer approval until the July meeting so that all Commissioners would have an opportunity to review the report.

Chairman Mayberry announced the following committee and liaison assignments:

By-Laws: Commissioners Caesar, Salerno (Co-Chairmen), Laws.

Finance: Commissioners Costello (Chairman), Basse, Marovich, Wada.

Institutions: Commissioners Wada (Chairman--not confirmed), Romero, Salerno, Webb.

Juvenile Court: Commissioners Figone (Chairman), Ayala, Basse.

Legislative: Commissioners Caesar (Chairman), Ayala.

Probation Services: Commissioners Grandin (Chairperson), Cayton, Laws, Sprague.

Court-Police: Commissioner Ballou.

DPC: Commissioner Romero.

DPCC: Commissioner Romero.

Health Care Services: Commissioners Smith (Chairman), Grandin.

MCJC: Chairman Mayberry.

Network: Commissioner Basse.

Probation Supervisors: Commissioner Laws.

It was M/S/C to accept and approve the committee and liaison assignments.

UNFINISHED BUSINESS:

Commissioner Salerno stated that several months ago he had reported to the Commission the results of a meeting with an individual from the sheet metal workers union regarding a program for Log Cabin Ranch. It seems that the Commission's letter indicating interest in learning about this program never got to the sheet metal workers union. They are still interested in presenting the program to the Commission. It was M/S/C that Commissioner Salerno write a letter inviting them to be the guest speakers at the July meeting.

Commissioner Salerno indicated that there is a rumor that John O'Connell School's trades are closing. It was M/S/C to have Commissioner Salerno draft a letter to the Unified School District inquiring about the truth of the rumor and stating the Commission's opposition to such closing.

NEW BUSINESS:

Commissioner Laws read a resolution prepared by Libby Denebeim and Jule Anderson of the Board of Education requesting that the Unified School District cooperate fully with Judge Low in his efforts to examine, coordinate and improve educational and other programs at the Youth Guidance Center and Log Cabin Ranch. It was M/S/C to send a letter to Libby Denebeim in support of this resolution.

Commissioner Caesar distributed a legislative alert to all Commissioners concerning PL 96-272. PL 96-272 is in danger of being wiped out and replaced with a child welfare block grant, which would mean a 47% cut in funding in programs for the nation's most vulnerable children. She asked Commissioners to send letters as indicated in the legislative alert and file a copy with the Commission secretary.

Commissioner Caesar reported that AB 491 suddenly moved out of the Senate Judiciary Committee and was calendared for hearing. However, it was removed from the calendar and is back in the Senate Judiciary Committee. It is possible that this matter will be brought up in the fall.

Commissioner Caesar brought up a proposed amendment to the by-laws authorizing the officers of the Commission to act on emergency matters. The matter was placed on the July agenda for discussion.

It was M/S/C to adjourn the meeting to executive session at 2 p.m.

Respectfully submitted,

Beatrice C. Laws, Secretary Pro Tem
JUVENILE JUSTICE COMMISSION

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375 Woodside Avenue
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MINUTES OF JULY 1, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Mayberry, Ballou, Grandin, Basse, Caesar, Cayton, Costello, Figone, Marovich, Romero, Wada. Excused: Laws, Salerno, Smith, Webb. Absent: Ayala, Sprague. Staff: Low, Foote, Benz, Licavoli, Deutsch, Medina, Oswald, Perino. Guests: Laura Grieneeks and Mary Wagner, YGC Health Care Services; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Margaret Brodkin, Coleman Children & Youth Services; Ron Deluca and Greg Day, Youth Advocacy Project; Paul Gross.

It was M/S/C to approve the June minutes as submitted.

COMMUNICATIONS:

Letters were sent from the Commission to: Stuart Gordon thanking him for his two years as chairman and his outstanding leadership; George Agnost, City Attorney, thanking him for the assistance of his office in two Commission matters; Libby Denebeim, Board of Education, endorsing resolution in support of Judge Low's efforts to improve educational programs at the Court; Senators Cranston and Hayakawa and Congressman Burton (from Commissioners Basse and Laws) asking support to retain PL 96-272. Letters were received by the Commission from: John Casey re intensive counseling program in Bl and sexual minority youth aspect; Youth Advocacy Project to Mayor Feinstein re distress about the closing of Youth Campus; Youth Advocacy Project requesting that intensive counseling program in Bl be placed on July agenda for discussion; ACTION Executive Committee thanking for support and notice of training planning meeting on July 21 (Commissioner Basse will attend); ACTION information booklet; May issue of ACTION newsletter (copies distributed to Commissioners). Announcements: Opening of adolescent unit of alcohol and drug rehabilitation center at Peninsula Hospital; public hearing on causes and prevention of violence sponsored by Commission on Crime Control & Violence Prevention; series of training workshops sponsored by Planned Parenthood. From the Board of Supervisors: Proposed Charter amendments: 1) re limited tenure appointments, 2) re absences of City department heads from State; Finance Committee time schedule for proposed legislation (referred to Legislative Committee. 1981-82 Legislative Status Report from CYA (referred to Legislative Committee). Summer issue of RECAP, publication of State Office of Child Abuse Prevention.

JUDGE'S CORNER:

Court Schools: Study of the Court schools continues. Judge Low appeared before the Board of Education on June 29, at which time they adopted a policy

statement for continued cooperation in the improvement of the curriculum, testing procedures and vocational programs at the Court Schools. Barbara Cohen, assistant to Dr. Alioto, has been assigned to review the Court Schools.

Forms/Computerization: On June 29, Judge Low met with representatives of the CYA, court administrators and others regarding the revision, simplification and consolidation of forms used at the Juvenile Court in hopes of improving the preparation and retrieval of such forms. San Francisco's forms are being compared with those used in other counties. With the assistance of the Judicial Council and the CYA, the goal is to computerize the calendars and speed up the process for handling information required by the State.

Voluntary Commitments: A meeting was held on June 29 to review the procedures for placing patients at McAuley. The Court wants to cooperate with McAuley to assure due process for youths who are claimed to be gravely disabled or a danger to themselves and others. A training program on the use of the 6552 regulations issued by the Court will be given to Social Services workers, Probation staff and others on July 7.

Truancy: A meeting was held recently with police, school, Probation and Court officials to review the statistics of the Stay-in-School program. Overall, it was a successful program in increasing school attendance and enrollment and decreasing crime and delinquency. A study made by Dr. Tim Armistead of MCJC shows that school enrollment has increased, burglaries in the neighborhood of schools have decreased 30% and overall daytime burglaries have decreased 20% in San Francisco with a 10% decline in auto thefts and auto related crimes. A full report will be made to the Mayor and schools soon. Judge Low indicated that he heard over 180 truancy cases during the 1981-82 school year.

Victim-Witness: A meeting was held with Arlo Smith, Anne Daley, the Public Defender and Probation staff to look into expanding the victim-witness program to the Youth Guidance Center. This is a $160,000 program for which the District Attorney has responsibility. Starting about September 1, at least one person will be assigned to YGC to assist victims and witnesses who are brought before the Juvenile Court. Volunteers will be enlisted to supplement the staff.

601 Program: Judge Low indicated that there were three reports on the 601 program included in Commissioners' packets.

One has to do with testing a plan to close one of the 601 cottages by merging boys and girls into one cottage. Such a merger creates additional problems together with changes in staffing needs and assignments. The testing program will begin in July with the hopes of a permanent closing being possible some time this fall.

The second report is from Dennis Sweeney regarding using AB 90 agencies for 601 referrals. Increasing numbers of disturbed youth are posing further complications for such referrals.

The third report is from Mr. Botka and concerns foster home recruitment for 601's. Don Benz has secured seven beds for 601 youth.

Commissioner Romero inquired about the increase in disturbed youth and a reduction in numbers referred this year over last year. Judge Low indicated that with respect to disturbed children, Youth Campus closing may attribute to an increase at YGC as well as cutbacks in other programs for these youth. Prevalent drug use among youth may also be a contributing factor. In response to the decrease in referrals, Don Benz indicated that this might be attributed to the new location of the intake process and the availability of a probation officer in the evening for counseling. He stated that the program should be in operation for at least six months to a year before a true assessment can be given.

Community Service: Judge Low met with Dick Sklar of the Public Utilities Commission, who indicates he is very pleased with the Muni bus cleaning program.

Theft Awareness: Starting August/September, the Court will be experimenting with a class conducted at USF on Saturdays for youths who are first or second offenders on petty thefts or other thefts. This will be an informal counseling and learning experience for these youths to appreciate the seriousness of their actions in committing thefts. This program has been successful in several counties and communities.

Budget: Judge Low has attended two budget hearings and it appears that the Probation Department will be receiving a budget allocation which is substantially the same as last year.

INTENSIVE COUNSELING PROGRAM/B1:

Margaret Brodkin of Coleman Children and Youth Services indicated that one of the speakers scheduled to present material today would not be able to appear as planned. She asked that he be allowed to submit his material to the Commission for referral to the appropriate committee for consideration. Chairman Mayberry indicated that the information should be given to Commissioner Grandin, Chairperson of the Probation Services Committee.

Ms. Brodkin listed four areas of concern regarding the existing program. They are: 1) Location of the program. She questions whether Juvenile Hall is the best setting for this type of program and suggests that a community setting may be more compatible. 2a) Program design. She questions whether it adequately meets the goals of the program. She indicates that group counseling once a week is not sufficient and that, ideally, daily counseling should take place. 2b) Behavior modification program. She questions whether the reward system is sufficient to motivate the youths. A reward system should be developed that ties into the counseling goals and increases motivation. 2c) Work program. She questions whether the work program results in sufficient vocational training and makes youth more reliable, responsible and hireable. She states that four hours of chores around Juvenile Hall is not appropriate. 3) Funding. She is concerned that the money and staff saved by closing one of the 601 cottages will be put into the intensive counseling program rather than applied to the status offender program, where she feels it should remain. 4) Forum. She asked the Commission to look into ways it might provide a forum for community and staff to discuss major policy and program changes before they start up. She also asked that the appropriate committee consider the issue raised about excluding overt male prostitutes from the intensive counseling program.

Richard Perino, Steward for the Probation Officers Association (Local 21), supported the comments about the Commission establishing a forum to discuss major programs and policies before they are put into place. He indicated that probation officers would like to participate in such a forum.

James Oswald, a probation officer in South of Market Supervision, stated that the intensive counseling program is needed but he sees it as a commitment function and somewhat of a replacement for the Hidden Valley Ranch program. As such, he thinks the program should come under County Placement rather than placed with the supervision units.

Paul Gross questioned the intentions of the intensive counseling program and is concerned with the institutionalization of services, which takes away from community programs. He feels that the community can deal with the diversity of youth better than institutionalization of such services. In the future, the community should be looked at first toward providing services and programs of this nature. He also spoke to the terminology "overt male prostitute" and stated that segregation is a bad way of dealing with issues. He pointed out that the program lays out the punishment first before services, wherein punishment should be the last resort. He also indicated that inservice training should be imperative for staff around different issues.

James Licavoli, Director of Log Cabin Ranch, spoke to the need for this intensive counseling program. After Hidden Valley closed, Log Cabin picked up the 14 and 15-year-olds. The mixing of these younger youth with the older and more serious delinquents created considerable behavior and management problems. In researching the profiles of the youths at Log Cabin, it was found that many of them had been involved in petty theft and such at the age of 12 and that by the time they had reached 15, the number and seriousness of their offenses had escalated considerably. There is a real need for an interim placement for younger youth who are not being accepted into private placement because of their aggressive and assaultive behavior and yet are too young for Log Cabin.

Jane Asselin, Delinquency Prevention Commissioner, indicated the following concerns from the DPC: 1) Recidivism; 2) Kinds of jobs youth are required to do and whether there are any options; 3) How much of the Probation Department's budget is being allocated to the status offender plan for community based agencies; 4) Where status offenders who are not placed in the community will be housed when the YGC status offender cottages close.

Commissioner Wada indicated that at times the Commission is informed in advance about a proposed program and other times the Commission only learns of it once it has been established. He wondered if the Probation Department has a procedure for planning and implementing programs. Judge Low stated that the program had been reviewed with upper management staff in Probation and Juvenile Hall as well as with the Referees, District Attorney, Public Defender, School Department and Psychiatric Clinic.

Commissioner Grandin indicated that the Probation Services Committee would meet and review the concerns presented by various individuals. After some discussion among Commissioners, it was determined that this matter should be reviewed jointly by the Probation Services, Institutions and Juvenile Court Committees.

COMMITTEE REPORTS:

Legislative: Commissioner Caesar distributed a legislative update to Commissioners. She reviewed the importance of retaining PL 96-272 and urged Commissioners to write letters to their representatives requesting that they oppose the block grant which will kill PL 96-272. She thanked those Commissioners who have already sent letters.

LIAISON REPORTS:

DPC: Commissioner Romero indicated that the DPC has not taken a position on the proposed Charter amendment re a Probation Commission. The matter has been referred to a committee for review. In the matter of the intensive counseling unit, the DPC wants more information about the program and a committee has been given that assignment.

The DPC also wants more information from the Probation Department on how the implementation of the MCJC status offender plan is progressing. Areas of concern are: 1) Budget. DPC feels the Probation Department should reflect a change in its budget. 2) Foster homes. None have been developed until mentioned earlier in this meeting. 3) Referrals. Referrals have been going to Huckleberry House, which is not an AB 90 agency. 4) Reunification. Has there been an increase in family reunification and how much counseling is aimed at reunification. Chairman Mayberry asked that these concerns be formally directed to the Commission for referral to the appropriate committees for review.

DPCC: The Recreation Task Force has scheduled a meeting with the Volunteer Auxiliary re a table tennis program. The next meeting of the DPCC will be in September.

Health Care Services: Commissioner Grandin indicated that many of the questions raised about health care services at YGC have been settled. However, there are some areas which still need clarification and the plan is to have all relevant individuals meet to clear up these remaining areas. Commissioner Grandin asked if the Commission, as an impartial body, would sponsor this meeting and invite the necessary individuals to resolve unclarified issues. It was M/S/C to sponsor the meeting and extend the invitation to those individuals involved in the matter.

TREASURER'S REPORT:

Commissioner Grandin reported the balance in the Commission account. She indicated that she had written a letter to Judge Low outlining all of the expenses related to the Commission's evaluation report. This letter has been forwarded by Judge Low to the Executive Officer of the Superior Court for payment. Commissioner Grandin indicated that a letter of appreciation and thanks should be sent to Stuart Gordon for his willingness to absorb the expenses incurred by his office for the report. It was M/S/C to send a letter to Stuart Gordon.

SECRETARY'S REPORT:

Commissioner Ballou stated that Commissioners should submit a report on their hours for the first and second quarters of the year. Commissioners briefly discussed the matter of logging hours. Commissioner Caesar indicated that she would send a questionnaire out to Commissioners regarding this matter as well as some other items relative to the by-laws.

CHAIRMAN'S REPORT:

Chairman Mayberry reported that the Executive Committee of the Commission will be meeting with the Juvenile Court Committee of the Superior Court on July 19. If Commissioners have any input for inclusion in this meeting, they should submit it to Chairman Mayberry as soon as possible.

Chairman Mayberry said he would check with Commissioner Salerno to see if there will be a guest speaker from the sheet metal union for the August meeting.

Chairman Mayberry indicated that new rosters have been printed and asked that changes be reported in order to keep information current.

UNFINISHED BUSINESS:

It was M/S/C to approve the annual report of the Commission for inclusion in the Juvenile Court's annual report.

NEW BUSINESS:

Commissioner Costello stated that the Finance Committee cannot accept the responsibility for auditing the Juvenile Court budget as this would require the expertise of a CPA firm. She asked that the committee monitor the budget instead. It was M/S/C that the various committees will take on the task assignments as outlined and to add as standing rules as an adjunct to the by-laws.

There being no further business the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Joanna R. Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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MINUTES OF AUGUST 5, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Mayberry, Ballou, Laws, Ayala, Basse, Caesar, Costello, Figone, Romero, Salerno, Smith, Wada. Excused: Cayton, Grandin, Marovich. Absent: Sprague, Webb. Staff: Low, Botka, Exnicios, Spiegel, Perino, Twing, Watahara. Guests: Laura Grieneeks, Mary Wagner, Janet Shalwitz, YGC Health Care Services; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Ron DeLuca, Youth Advocacy Project; Richard Mikelson, Guest Speaker.

It was M/S/C to approve the July minutes as submitted.

COMMUNICATIONS:

Letter to Stuart Gordon, from Chairman Mayberry thanking him for absorbing the cost incurred by Gordon & Rees in relation to the production of the commission's evaluation report; Letter from Joseph Botka to Ray Davis, Chairman, California Council on Criminal Justice, Santa Ana Police Department thanking him for helping to develop the "serious offender" program in San Francisco; Invitation, received between meetings, re Tea and tour of New Adolescent Alcohol & Drug Rehabilitation Center on July 17, 1982 at Peninsula Hospital, Burlingame; Memo from Board of Supervisors re expending funds prior to receiving approval from the Board of Supervisors. Memo from Mayor Feinstein re 1982 SPUR/MFAC Managerial Efficiency Awards; Letter from S.F. Youth Advocacy to Judge Low re closing of status offender cottage and urging him to proceed with MCJC Status Offender plan; Copies of the July Calendars of the Finance Committee meeting of the Board of Supervisors and special meeting of Rules and Legislation Committee.

GUEST SPEAKER:

Commission Salerno introduced Richard Mikelson, Training Coordinator, Sheet Metal Workers, Local 104, who appeared at the meeting through the efforts of Commissioners Salerno and Webb. Local 104 has an ongoing project to develop a hands-on type of training which might be applicable for some of Log Cabin and YGC graduates.

Mr. Mikelson presented a tape slide show on apprenticeship in sheet metal, showing the needs of workers and places where workers are used. He discussed apprenticeship, how it works, how to get into it, but stressed that applicants must have attended school. The probationary period is one year. The problem getting into the apprenticeship program is that high school graduates are not able to enter because they lack basic math skills. He stated that San Francisco needs vocational and technical high schools and it would be unfortunate if John O'Connell High School closes. Mr. Mikelson offered to help in any way he can.

He is also available to consult with us on any problems or requirements to be met to enter apprenticeship programs.

Judge Low will follow up on Mr. Mikelson's offer with respect to Log Cabin Ranch. Commissioner Figone suggested exposing probationary youth from 9th grade on to possible careers in trade/skills. Commissioner Laws of the Probation Services Committee will follow this.

Commissioner Costello deferred her report on mentally ill youth population because of the long agenda.

JUDGE'S CORNER:

Executive Committee: The Executive Committee of the Juvenile Justice Commission and the Juvenile Judges' Committee consisting of Judges Low, Mayer, Kline, Dearman, Mullins (absent) and Presiding Judge Brown met on 7/19/82 to review the Juvenile Justice Commission's report and to see what matters have been implemented or need further study. Judge Low said that he is hopeful that these meetings may take place every three or four months to have greater interchange between the Juvenile Justice Commission and the Juvenile Judges' Committee.

Juvenile Court Committee: The Juvenile Court Committee of the Superior Court will be meeting with community groups to expand cooperative efforts. Judge Low hopes that these meetings will be constructive and will result in further improvements in the operation of the Juvenile Court. The first meeting will be held 8/25/82 4:00 to 6:00 p.m. in Room 417, City Hall. Letters of invitation were sent to various community and bar groups. The letters invited agenda items to be reviewed by the judges. The 1½ hour meetings will be held possibly every 60 days depending upon the agenda and the success of these meetings.

Log Cabin Ranch: Judge Low said that our Log Cabin Ranch School vocational training and job placement program has received funding for $100,000 from the San Francisco Foundation. There were certain conditions to the Foundation's grant which he believes will be readily approved and met. This afternoon at 5:00 p.m. the Judge will attend a meeting to review the conditions and to indicate to the San Francisco Foundation our plans to work together in providing job training and job placement for Log Cabin Ranch youngsters. A grant commitment of $25,000 from Catherine Boothe has also been received and we are hoping to raise an additional $275,000. Tomorrow, August 6, the Bank of America Foundation is meeting to review our grant request and the Judge is optimistic.

The electronic training class has its teacher and through the funding by the Volunteers that vocational program is in place and has started.

A meeting will be held August 17, at 2:00 p.m. with school department officials for review of the educational programs at Log Cabin Ranch School and at Youth Guidance Center. Judge Low is very hopeful that we will be able to begin early testing of our youngsters in September and thereby provide more information to have better educational programs. Recently, Ben Tom of the San Francisco School Board visited Log Cabin Ranch School. The Judge has had further discussions

with Rosario Anaya, Mrs. Denebeim and Mr. Maher about maintaining and improving the level of school services to youngsters at Youth Guidance Center and Log Cabin Ranch School despite budget cuts. We are looking to other sources of funding if necessary.

Community Service: Our Community Service Program is working well. Some 60 youngsters are assigned to work on Saturdays with the Municipal Railway, Park and Recreation Department and here at YGC. We are looking into possibilities of having some youngsters assist the San Francisco Zoo in clean-up work there. We have had a high number of no-shows on Saturdays which the Probation Department is following to see if any valid reasons exist for absences. We may start a Friday afternoon calendar for those who do not seem to present valid reasons for non-completion of their community service and conduct hearings. We've had good support for this program. Judge Low said that he thinks it encourages greater responsibility in the young offender as well as providing greater service to the community.

Mental Health: Judge Low held a meeting with the Mental Health workers and social workers on the new 6552 policies and rules for voluntary commitment of wards and dependents. This 1½ hour training session was designed to better inform the workers of the new safeguards in voluntary commitments as well as for review of the progress and length of stay of those youngsters at McAuley or any other mental health facility. These guidelines and rules will be included in the new court rule book to be published soon by the San Francisco Recorder.

Child Abuse: A meeting was held by the Judge with Dr. Hansen, Dr. Wong, staff of the San Francisco General Hospital, the Child Abuse Council and other groups to discuss problems of babies suffering with "failure to survive syndrome" as well as the alcohol and drug abused baby. Referee Nick Deriman was present and the Judge is hopeful that greater care and better treatment of youngsters will be provided when the mother leaves the hospital with her child. Often these children at their most critical stage of life are difficult to nurture and special needs must be recognized by the Court.

Referee Deriman attended a follow-up meeting at S.F. General Hospital to become better acquainted with some of the difficulties of youngsters born with special problems and special needs.

Victim-Witness Program: Starting around September 1, we will have a Victim-Witness Program. Felix Marin of the District Attorney's office has been assigned to the Youth Guidance Center to help victims and witnesses affiliated with the Juvenile Court. We can use volunteers, interpreters, etc. in this program.

B-1 Program: The B-1 Program, which was first brought to the attention of the commissioners on 4/1/82 (see minutes), has undergone some changes and will be discussed further by Mr. Botka and we will have a recent, up-to-date report for you at the end of this month. We have enlarged the counseling component with better sign-in, sign-out procedure for probation officers. We have enlarged the

reward program and drug abuse program. The Judge has worked out a procedure for early contact for parents. The Judge noted that the program has been permitted by law (Ricardo M. (1975) 52 CA 3d 744.) and used extensively throughout the state but thinks we have been able to accomplish a more concentrated program addressing it to those who are age 12 to 16.

601 Program: The 601 program is moving along very well. We have closed one cottage. Our count of residents is down and even though we have available alternate foster homes, these have not been used and are not needed. The Family Crisis Unit staff is doing a fine job and has moved young people through the West Portal Unit quickly towards family reunification. There has been a 40% decline in admissions compared to the same period in 1981.

A bill authorizing police to take 601's directly to community based agencies is on the Governor's desk. The Judge has been looking closely at the community intake agencies staffed by probation officers. Health needs, police concerns, detention of out-of-town holds are being evaluated. We are working closely with community based agencies. A good part of the meeting of August 25, with the community groups will be devoted to the 601 programs here at Youth Guidance Center.

CASA Program: The CASA Program will start training volunteers September 1. CASA has a secretary and phones. The Director is working hard to provide the trained volunteers to help the court in providing better service to dependent children.

The Judge will soon have a one year report on our dependency review calendar which will be submitted to you at your next meeting. Our computerized review program is one of the best in the state and other judges are anxious to see what we are doing. The Wednesday dependency review calendar has worked quite well. We should have the highest number of children placed for adoption in 1981-82 in recent times.

The Judge stated that he thinks we have assisted the Department of Social Services in improving their own management and internal operations.

Court Forms: Judge Low said that progress is being made in the revision of our court forms. Forms used in other California counties have been reviewed, we have made adaptations, redesigned some and will have new forms soon. It is hoped that this will prove to be more efficient, more readable and more useful. We are getting help from the Clerk's office, the referees, the CYA and the Judicial Council. He thinks this is a major procedural reform which may lead to a computerized information system soon.

Serious Offender B-5 Program: Judge Low said that the Serious Offender B-5 Program is working well. On July 21, he wrote to CCCJ and OCJP that because of the $180,000 grant to the B-5 program, fights amoung detainees from 2/24/82 to 7/14/82 have dropped from 22 to 4, and assaults on staff dropped from 272 hours lost to 8 hours lost. (from 9 assaults to 1 assault.) The special counseling is cost effective and successful.

September Meeting: Judge Low announced that he will not be able to attend the Commission's September meeting.

CHIEF PROBATION OFFICER'S REPORT:

Mr. Botka said that statistics are so often considered dry subject matter. However, they do give an indication of trends. He compared what is happening in our Status Offender Program to last year. He stated that we will study these trends (lower numbers) and will come up with a decision re status offenders within 90 days. Future decisions will be needed as to programs needed in reflection of the dramatic drop in intake. Statistics do help a great deal in helping to develop programs.

Mr. Botka also said that the Department of Social Services will be providing an additional clerical person to assist in review of cases.

Mr. Botka introduced Clay Spiegel who has been added to staff as liaison and to help develop the Bl Program. To avoid warehousing, as in county jail, the Bl program has activities, counseling, a reward system, and Mr. Spiegel has been involved in this.

The Charter Amendment for Safety Retirement which was developed under the auspices of Local 21 did not pass the Board of Supervisors. This amendment of retirement system is related to job stress. Other alternatives to revise the retirements system for probation officers are being investigated.

COMMITTEE REPORTS:

By-Laws: Commissioner Caesar requested that commissioners please return the questionnaires on By-Law changes to her with the next three days.

Finance: No report other than to request a quarterly meeting with Mr. Botka sometime in September.

Institutions & Probation Services: Commissioner Basse reported that they met last Thursday to resolve concerns mentioned in Coleman memo re Bl Program. Overall the committee is very supportive of the program and will continue to monitor Bl. Regarding the concern of truants being committed to this program, the committee's investigation found that this is definitely not the case. The second concern was whether the youngsters were getting adequate counseling and Judge Low has already covered that in his report. The other concern was the attention that the children were getting from the probation officers and again, Judge Low has reported that Mr. Botka is following up on some kind of systematic way to ensure that the children are receiving enough time with the probation officer. A concern of the committee was the variance in time of 30,60, 90 days. Judge Low explained that it depended upon the seriousness of the offense. Also, time served before disposition is added to the time to participate and involve the child in the program.

Legislative: Commissioner Caesar called attention to AB 3156. This bill allows secure detention of juveniles, having violated a court order. Example: a 2nd time runaway arrest despite court orders. Provision: Offender would become a delinquent (W&I 602). Likewise, if child ran to escape bad family situation, or other problems, for the 2nd time, he could be held for five days.

The commission M/S/C to voice opposition to this bill. Commissioner Caesar will follow.

LIAISON REPORT:

Health Care Services: Commissioner Smith quoted from a letter (on file) from the Co-Chairman of the American Academy of Pedicatrics re the state employing people to train probation officers in the matter of nutritional causes for juvenile delinquency. In part, the letter stated that a committee of the academy has reviewed some of the books and articles addressing this issue and feel that the theories and ideas which are presented are essentially unfounded from the data provided.

Dr. Grieneeks introduced the new YGC Medical Director, Janet Shalwitz.

CHAIRMAN'S REPORT:

October Workshop: Commissioner Ballou will be the chairman of the workshop and the date she has selected is Thursday, October 14, 1982. Commissioner Ballou said she would appreciate hearing from those invited. Workshop: 4:30 p.m. Guests: 7:00 p.m. Supper. Please Respond.

Chairman Mayberry reminded Commissioners of the date of the Judges' Meeting on Wednesday, August 25, 1982, 4:00 p.m. Room 417, City Hall.

He also requested that the committees have their preliminary reports ready by the October meeting to take to Judges' meeting in November.

The meeting was adjourned to executive session at 2:22 p.m.

Respectfully submitted,

Joanna R. Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Jean Lau
Recording Secretary, Pro Tem

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MINUTES OF SEPTEMBER 2, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:30 p.m.

ROLL CALL:

Present: Mayberry, Laws, Ballou, Grandin, Caesar, Figone, Marovich, Romero, Wada. Excused: Ayala, Basse, Cayton, Costello, Salerno, Smith, Webb. Staff: Botka, Perino. Guests: Barney Kammerer, Youth Authority; Gloria Burchard, Court Schools; Laura Grieneeks, YGC Health Care Services; Claire Zvanski and Jane Asselin, Delinquency Prevention Commission; Pete Semiraro, Youth Advocacy Project.

Chairman Mayberry indicated that there has been a delay in sending out the August meeting minutes. He stated that Commissioners who had attended the August meeting would find a draft copy of the minutes in their folders. He asked that any comments, changes or corrections be submitted to any officer no later than the Executive Committee meeting on October 4. He reminded Commissioners that they are all welcome to attend these meetings and that the October 4 meeting will be held at 2:45 p.m. at Commissioner Laws' home.

It was M/S/C to defer approval of the August meeting minutes to the October Commission meeting.

COMMUNICATIONS:

1) 8/9/82 letter from Margaret Brodkin requesting that the matter of programs and services provided to sexual minority youth at YGC be placed on October agenda.
2) 9/2/82 letter to Margaret Brodkin advising that the above matter will be included in October agenda.
3) 8/19/82 letter from Judge Low to Board of Education thanking them for framed resolution in recognition of Juvenile Court's participation in Stay-at-School Project.
4) 8/23/82 letter from Milo Sprague announcing his resignation from the Commission. Copy forwarded to Judge Low.
5) 8/2/82 memorandum from Mayor Feinstein regarding employee suggestion program.
6) 7/29/82 memorandum from Clerk of the Board of Supervisors concerning use of telephone answering machines.
7) 8/3/82 memorandum from West Bay Health Systems Agency informing of termination of its activities due to fiscal restraints.
8) 7/31/82 letter from Libby Denebeim recommending the services of Community Graphics/San Francisco Study Center for any publication needs. Brochure included.

9) 8/5/82 memo from the Youth Authority requesting that they be notified when there is a change in address or chairperson.

10) 7/20/82 letter from Sacramento County JJ/DPC calling attention to SB 1351 concerning tougher penalties for possession of marijuana on public school campuses. Referred to Legislative Committee.

11) Letter from Alameda County Health Care Services Agency with questionnaire regarding sex education training for foster families.

12) Announcement of "Humanize the Earth Day," 9/18/82, Hall of Flowers.

13) Announcement of two-part seminar "Child Sexual Abuse: The Offense, the Offender and the Victim," 1/6-7/83, Garden Grove, CA.

14) Announcement of workshop "The Male Victim of Sexual Assault, Juvenile Sexual Offenders," 10/8.

15) Announcement from KRON regarding a reception for Partners, 9/2/82.

16) 1982 National Committee for Prevention of Child Abuse catalog.

Guests: Commissioner Figone introduced the new principal of the Court Schools, Gloria Burchard. Commissioner Wada introduced a consultant from the Youth Authority, Barney Kammerer.

JUDGE'S CORNER:

In the absence of Judge Low, Mr. Botka presented the Judge's report.

Juvenile Court Judges Committee: A public meeting was held with community groups on August 25. The discussion was quite constructive in airing views of ways to improve the care of runaway youths and truants. It was recognized that there is a wide range of young people who are status offenders and each has different needs and problems. The community groups expressed a desire to suggest some specific plans and cost considerations for presentation to the judges. Another public meeting will be held in late October or early November. Suggestions for agenda items are welcome.

Court Schools Principal: A new school principal, Gloria Burchard, has been assigned to the Court Schools. Judge Low looks forward to working closely with her toward improving the curriculum, early testing of students and more vocational instruction.

San Francisco Committee for Log Cabin Ranch: This committee has been formed and corporation papers were filed by Pillsbury, Madison nnd Sutro. Written plans are now being formulated for implementing the grant proposal and for administering the funds for job training and job placement.

CASA: A three-day training program for volunteers will start on September 22 at 4 p.m. Approximately 40 volunteers will be trained and recruitment is continuing for additional volunteers. Any person who wishes to attend the training sessions may get additional information from Grace Hing at 664-6156.

Dependency Review Project: A first-year report of the project has been included in Commissioners' folders. Judge Low believes the program has been successful and has enabled the Court to more effectively monitor dependency cases, assist social workers in establishing priorities for permanency planning

and bring greater stability for the dependent child. The program has not only provided a better service to dependents but has proved to be cost effective.

602 Filings: The number of 602 filings are fewer than those for the same period last year. The Judge believes that statistics will show there is less delinquency and juvenile criminal activity. There are a variety of reasons for the reduction in juvenile crime, and he hopes that some of this is in part reflective of the expanding prevention and rehabilitation programs at YGC.

Juvenile Mental Patients: Included in Commissioners' folders is a portion of an article from the California Lawyer Magazine, a publication of the State Bar of California, dealing with due process rights for juvenile mental patients in San Francisco. The Judge believes that San Francisco is the most progressive county in protecting juveniles in this area. The Court monitors the discharge of youth from McAuley and follows their placement and progress on the Wednesday morning review calendar.

CHIEF PROBATION OFFICER'S REPORT:

Annual Report: A copy of the 1981 report is in Commissioners' folders.

Statistics: The format for providing statistics will be revised by the October meeting to reflect the Bl statistics separately from the rest of Juveiile Hall. The status offender population is fairly low, which is the norm for the summer months. November is usually the high month. Admissions to Log Cabin are down. Youth Authority procedures are changing concerning chargeable and excludable offenses.

Management by Objectives (MBO): The department's MBO report will be presented at the next Commission meeting.

Training: Mr. Botka and Mr. Cain have completed a week-long course provided for City management employees by the Transamerica Corporation. This course analyzes the employee and his particular management style. Mr. Foote will attend this training during October.

Community Service: In addition to Recreation & Park and Muni, the Zoo has become involved in the community service program.

Employee Suggestion Program: The Mayor has established this program to encourage full participation in the administration of San Francisco government by its employees. The program will provide positive recognition to employees who help accomplish improvements in services with cash awards and letters of commendation. Commissioner Marovich indicated that he has read the material distributed by the Mayor's Office and feels this program has some exciting potential. He suggested that each Commissioner receive a copy of the material.

Grant for Log Cabin Ranch: The Juvenile Court has just been notified that it will receive an $80,000 grant from the State Department of Employment Development for a job training and placement program for youth at Log Cabin. The

specifics of the grant are currently being negotiated with the Department of Employment Development by Jim Licavoli. More information and details of this grant should be available by the October meeting. Chairman Mayberry asked that the Institutions Committee follow the progress of this grant. Commissioner Laws asked that each Commissioner receive a copy of the material when it is available. She also asked Mr. Botka to provide Commissioners with information on the San Francisco Committee for Log Cabin Ranch.

COMMITTEE REPORTS:

By-Laws: Commissioner Caesar indicated that proposed revisions to the By-Laws had been mailed to all Commissioners. She stated that the proposed revisions were based on the results of the questionnaire distributed last month and conferences with Judge Low and Chairman Mayberry. Commissioner Laws, a member of the committee, indicated that she had some questions concerning parts of the revisions. Commissioner Wada suggested that approval be deferred so the committee could meet and review the proposed revisions. Commissioner Caesar objected and stated that the report should be accepted as it is and that a minority report could be submitted. She indicated that there should be no additions or corrections to her report. There was some discussion that concluded that acceptance of a report does not imply approval of its contents. It was M/S/C to accept the report. If there is a minority report, it will be sent out seven days prior to the October Commission meeting.

Institutions: Commissioner Wada reported that he and Commissioner Romero met with Mr. Botka on August 31 to review the recommendations of the Commission's evaluation report pertaining to Juvenile Hall and Log Cabin Ranch. A written report will be submitted to all Commissioners prior to the October meeting.

Legislative: Commissioner Caesar referred to her legislative update of September 2, indicating that the Commission's active participation helped defeat AB 3156 and SB 396.

Commissioners discussed SB 1351, which proposes to toughen the penalties for possession of marijuana on public school campuses, and the concerns raised by Yolo County. Commissioners' concerns centered around the need to include other drugs in the bill and provide for more leeway so that the penalties differ for first offenders and those with small amounts from the penalties for multiple time offenders and those selling drugs. The Legislative Committee was authorized to establish communication with Sacramento County to obtain more information and specifics about the bill.

Probation Serviees: Commissioner Laws reported that the committee met with the Institutions and Juvenile Court Committees to discuss the Bl program. It was agreed that the program is appropriate and working fairly well but there are some areas of concern that need improvement. Among them are: parental involvement, probation officer participation, recordkeeping, disparity in the length of commitment. Committee members are pleased about the cooperation between Juvenile Hall staff, Probation staff and Health Care Services staff toward providing a good program.

LIAISON REPORTS:

DPC: Jane Asselin stated that the DPC has been funded for another year.

DPCC: Commissioner Romero reported on the DPCC meeting held this same date. The Juvenile Justice Task Force is working with Judge Low, the Probation Department and the Unified School District to improve the program at Log Cabin. The Recreation Task Force is working on a concept of an adventure playground, which would serve as an outreach center and involve the community as a whole. Recreation & Park Department cannot go along with the concept since there are problems in securing the playground when it is closed. The task force will pursue private funding and try to establish one playground on a trial basis. The Education Task Force is looking at the truancy program and other issues relevant to education. The Employment Task Force has been successful in getting the Private Industry Council and the Mayor's Office of Employment & Training closer together and working more cooperatively on youth employment. The Mayor has made this a priority matter and the task force hopes for some progress in this area.

Probation Supervisors: Commissioner Laws indicated that there are fewer meetings during the summer months. The meetings are informative and reflect the on-going business of the department.

TREASURER'S REPORT:

Commissioner Grandin reported the balance in the Commission account. She contacted Wells Fargo Bank concerning their plan to establish fees in connection with bank accounts. Wells Fargo has agreed to waive these fees. Commissioner Grandin will write a letter thanking them for their consideration.

SECRETARY'S REPORT:

Commissioner Ballou reminded Commissioners that the annual workshop will be held on October 14 at 4:30 p.m. Supper will follow at 7 p.m. She will be sending out invitations and asked that Commissioners RSVP with Madeleine since she will be out of town for awhile.

CHAIRMAN'S REPORT:

Chairman Mayberry attended the Juvenile Court Committee of the Superior Court meeting on August 25. He indicated that Commissioners Wada and Romero also attended. The meeting was chaired by Judge Low at the outset and then turned over to Lorraine Honig, President of Coleman Children & Youth Services. Discussion centered around status offenders and the status offender plan, with focus on the need for a centrally located intake facility away from the YGC. Commissioner Wada stated that he had been under the impression that the status offender plan had been implemented with the exception of the intake center. However, it seems that there are some areas not covered, such as the Outer Mission and Richmond Districts, and that there is some inequity in coverage and funding. He hopes that efforts will continue toward implementing the plan and

that inequities can be worked out. Commissioner Wada indicated that at the last MCJC meeting there had been some changes in the allocation of funds to AB 90 agencies.

Chairman Mayberry advised the Commission that the next meeting with the Juvenile Court Committee of the Superior Court will be in November. He asked that all committee chairmen have a report prepared for the October Commission meeting regarding recommendations of the Commission's evaluation report.

Chairman Mayberry advised the Commission that Commissioner Webb has been ill. Commissioner Grandin will take care of ordering flowers for her.

There being no further business the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Joanna R. Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Joanna Ballou

RE: October 7, 1982 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue. The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740).

Note: The location of the Executive Committee meeting on October 4 at 2:45 p.m. has been changed. The meeting will be held in the Commission's office at the Youth Guidance Center.

Reminder: A response to the invitation to dinner following the workshop on October 14 is requested. If you have not done so, please RSVP through Madeleine (731-5740) as soon as possible.

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MINUTES OF OCTOBER 7, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Mayberry, Laws, Ayala, Basse, Cayton, Costello, Figone, Marovich, Romero, Smith, Wada. Excused: Ballou, Caesar, Salerno, Webb. Absent: Grandin. Staff: Low, Botka, Perino, Twing. Guests: Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Ron DeLuca and Pete Semiraro, Youth Advocacy Project; Marilyn Borovoy, Mayor's Criminal Justice Council; Barbara Asinelli and Dr. Janet Shalwitz, YGC Health Care Services; Maurice James, Morrisania West; Paul Gross.

It was M/S/C to approve the August minutes as submitted. It was M/S/C to approve the September minutes as submitted.

COMMUNICATIONS:

1) 9/3/82 letter from Commission to Milo Sprague acknowledging his resignation from the Commission.
2) 9/14/82 letter from Linda Rothnagel seeking employment.
3) 9/14/82 letter from Commission to Corinne Hoffelt, Region II Facilitator, re SB 1351.
4) 9/21/82 letter from Grace Hing, CASA, inviting Commission to attend orientation training sessions for CASA volunteers.
5) 9/26/82 thank you letter from Commissioner Laws.
6) 9/29/82 letter from Probation Officers Association re probation officer classifications.
7) 9/30/82 letter from the CYA re inspection of Juvenile Hall on 10/25/82.
8) 10/1/82 memo from Sandra Clayborn, Research & Program Coordinator, re deadline for submitting report for inclusion in Juvenile Court's annual report.
9) Notice of public hearings regarding federal block grant implementation, 9/30/82 and 10/1/82.
10) Notice of Project ACTION Region III regional meeting, 10/5/82.
11) Invitation to Morrisania West Recycling Center open house, 10/14/82.
12) Notice of Juvenile Justice/Delinquency Prevention Commission training session, 10/16/82, sponsored by Project ACTION Region III.
13) Notice of training seminar, "How to Keep Pace with the Changing Times," 10/20/82, sponsored by the California Council on Children and Youth.
14) August 1982 issue of Commission on Crime Control and Violence Prevention newsletter.
15) Fall 1982 issue of La Casa de las Madres newsletter.
16) Fall 1982 issue of RECAP newsletter of the State Office of Child Abuse Prevention.
17) 1980/81 annual report of the San Francisco Housing Authority.

18) Poster from The Community to commemorate "Humanize the Earth Day."
19) September 1982 issue of Tenderloin Times.

JUDGE'S CORNER:

Juvenile Court and Facilities Committee: The next public meeting of this committee will be held on October 27 at 4 p.m. in Room 417, City Hall, to discuss the current changes in the operation of court schools and in other school related programs. Several members of the school department, Transition House and health department will be there to provide information about curriculum changes, early testing, health education and vocational training and placement.

Quarterly staff meeting: There will be a quarterly meeting with probation officers in the Chapel on October 22 at 3 p.m.

Log Cabin Ranch Committee: The committee held its organizing meeting on October 4. Judge Charles Renfrew is the Chairman and Yori Wada is the Vice President. Steps are being formalized for job training, identifying areas for future employment and for evaluation of career interest of detainees at Log Cabin. A meeting was held with John Walsh and other Civil Service staff on September 29 to discuss the possibility of the City providing a number of trainee positions that will allow for on-the-job training of some of the Log Cabin graduates which may ultimately result in permanent employment with the City or with private employers. Similar discussions have been and will be conducted with other major employers to assure that Log Cabin job trainees will have opportunities for employment.

CASA: The training program for CASA volunteers was completed on October 5. Volunteers will soon be receiving assignments from the Court. SB 14, which passed recently, will place greater responsibilities on DSS and the Court in all dependency cases and these volunteers will prove helpful in this area.

Proposition 8: Changes called for under Proposition 8 are carefully being analyzed and changes in the rules of evidence, record keeping and involvement of victims in the dispositional stage are being studied. It is anticipated that there will be an impact on the Juvenile Court.

Stay-in-School: This project is in operation again. Judge Low spoke to the training session of the police school patrol unit and with other members of the school department. The Friday afternoon truancy calendar started on October 1. Gloria Burchard, principal of the court schools, is bringing new ideas and outstanding leadership. By working closely with her and her staff, Judge Low hopes to improve the educational services to court wards.

Cultural Awareness: This program is in need of speakers. Names of potential speakers should be passed on to Essie Thomas at the Human Rights Commission, Claire Zvanski at DPC or Madeleine. Asian, Black and Hispanic speakers are preferred.

Confidentiality: A more comprehensive guide for probation officers and other YGC employees regarding confidentiality of juvenile records is being

worked on. It is important that operations and procedures of the Juvenile Court be as open as possible. Yet, it is very important to respect the right of privacy of all juveniles and their families as well as comply with the law that enhances rehabilitation by preserving the confidentiality of juveniles' records. Disclosures can be embarrassing and may weaken or delay rehabilitation.

Community: In the past month Judge Low has spoken to several groups, including the State Probation-Parole Officers Association, about some of the operations of the Juvenile Court and shared with them his views about state judiciary and probation's function. He has given several talks to police community relations group, senior citizens and other service clubs. He has also attended a legislative hearing conducted by Assemblymen Cramer and Sterling studying major revisions and future legislation regarding juvenile law. The Rand Corporation and the Legislature are making studies for possible comprehensive revisions.

November Meeting: Judge Low will not be able to attend the November Commission meeting but will prepare a report for presentation.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistics for Juvenile Hall, Log Cabin and CYA. He pointed out a new statistical report indicating average length of stay in Juvenile Hall based on the individual cottages, which shows the large variation in length of stay based on the different programs.

MBO: Mr. Botka distributed the department's MBO program. The goals and objectives were developed in conjunction with the Mayor's Office and are geared to coordinate more closely with the department's budget. The MBO program will be reviewed by the Mayor's Office in the spring and revised accordingly.

Commissioner Wada questioned the low percentage figure listed in Objective 7 under the Probation program relative to status offender referrals to community agencies. Mr. Botka indicated that referrals have decreased and that due to a probation officer being on duty during the evening hours many cases have been resolved so that the need for housing is very low. Commissioner Wada also questioned the figure presented in Objective 5 under the Juvenile Hall program. He wondered if that figure could be reduced further. He also commented that he hopes the second status offender cottage will not re-open. Mr. Botka indicated that he would provide further information on these objectives.

Probation Officers Association: Mr. Botka referred to the letter the Commission received from the Association regarding probation officer classifications. He explained that in some other jurisdictions probation officer classifications are probation officer I, probation officer II and probation officer III and that after a specified number of years in a given category, employees are automatically elevated to the next level. Mr. Botka stated that he has discussed this with union members and has indicated his willingness to explore the possibility of establishing something along this line in San Francisco. He will be looking into ways to accomplish this based on merit and satisfactory service rather than going through Civil Service exams.

CHAIRMAN'S REPORT:

Training Session: Chairman Mayberry urged all Commissioners to attend the training session being sponsored by Project ACTION Region III. Commissioners Basse and Laws indicated that they had attended this same session earlier in the year and stated that the speaker, Chris Adams, is excellent. Commissioner Laws indicated that she plans to attend the October 16 session as well.

Annual Report: Chairman Mayberry advised the Commission that Sandra Clayborn, Research and Program Coordinator for the Juvenile Court, plans to have the 1982 annual report ready for distribution by the end of February 1983. Therefore, reports must be submitted to her by January 31. Chairman Mayberry indicated this this will require a change in the by-laws.

Workshop: Chairman Mayberry advised Commissioners that there is a packet of materials in the folders that should be read prior to the workshop and then brought to the workshop for discussion purposes. These include the copy of Youth Issues and the material on the proposed Charter amendment. He also hopes to acquire a copy of the Bar Association's Blue Ribbon Committee's report so that it will be available for discussion at the workshop. Another subject for discussion at the workshop will be acquiring a budget for the Commission. Commissioner Grandin is working on this.

Membership: Chairman Mayberry referred to a memo he sent to Judge Low concerning suggested changes in the by-laws regarding Commission membership. A copy of this memo is in each Commissioner's folder. Judge Low stated that by-laws should be determined by the Commission and that while it is beneficial to have some individuals serve for an unlimited period of time on the Commission, there is a need for new members as well. It was M/S/C to take action on these proposed changes at the November Commission meeting.

COMMITTEES:

By-Laws: Two reports had been distributed to Commissioners for their consideration. After some discussion about how to proceed with the reports, it was M/S/C that the By-Laws Committee meet again and come in with one report. Chairman Mayberry said Commissioner Caesar will be contacted to arrange for a meeting.

Executive: Commissioner Laws indicated that the report was in Commissioners' folders. She stated that the Executive Committee reviewed these 14 recommendations from the evaluation report since they did not fall into any other committee category. She suggested that the Commission may want to do more thinking and talking on recommendations 1, 2, 3, 4 and 5. She indicated that these five recommendations could be discussed at the workshop in conjunction with the Charter amendment proposal. She stated that there will be an updated report on the other nine recommendations at the November Commission meeting.

Finance: Commissioner Costello distributed a copy of the report to each Commissioner. The department's total budget for 1982-83 is $9,400,000. This is $200,000 less than that requested originally. Funds from other sources

include $48,960 from CASA, $170,000 from a grant for the B5 program and $407,000 from a supplemental requested by Mr. Botka. The Business Office is carefully monitoring the budget on a bi-monthly basis to stay on target. There is some leeway in Probation and Juvenile Hall budgets for staffing, but there is no flexibility in Log Cabin's. Mr. Botka hopes to acquire additional staff for the Ranch in the 1983-84 budget. The counselor exam process should be completed within this month and will result in increased costs in fringe benefits as personnel move from temporary status to permanent status. Mr. Botka believes this increase will impact more on the 1983-84 budget than the present budget. The department is looking into the possibility of using the now closed status offender cottage for a special program, somewhat like B1, for delinquent girls. At the present time girls requiring such a program are placed at Contra Costa Girls Center at the cost of $2,000 per month per girl.

Institutions: Commissioner Wada indicated that the report had been mailed out prior to the meeting. Commissioner Romero commented that much of the staff's time is spent "watching" the detainees with little time spent on counseling them. He believes that if the staff are designated as counselors and have been educated along those lines that they should be doing that type of work. He suggested that perhaps some "built-in" counseling time could be established in the cottages as well as at the Ranch once more staff is acquired. It was M/S/C to accept the report with one correction. In the last sentence of the last papagraph on page 4, the word "available" should be changed to "unavailable."

Juvenile Court: Commissioner Figone indicated that the report would be ready next month. Chairman Mayberry asked that the report be written and distributed to Commissioners prior to the November meeting.

Legislative: Commissioner Caesar was not present but there is no report since the Legislature is not in session. Commissioner Romero reported that Commissioner Caesar had sent him some material on SB 1351, which proposes to toughen the penalties for possession of marijuana on school grounds. He had wanted Judge Low to be consulted on this to get his views. Judge Low indicated that he had not been contacted and asked to have a copy of the material sent to him. He stated that he doesn't know if tougher penalties is the answer, but because this is a serious problem something must be done to get through to youth. Commissioner Costello suggested that the Commission might want to invite Larry Meredith, who is with the City's alcohol and substance abuse program, as a guest speaker some time.

Probation Services: Commissioner Grandin was absent and will be asked to submit her report prior to the November meeting.

LIAISONS:

DPC: At its September 21 meeting the Commission discussed the additional money that will be expended to implement Proposition 8 and has presented a proposal to MCJC to have 10 cents of every dollar spent for Proposition 8 invested in a fund toward delinquency prevention measures. The Commission also discussed the idea of establishing a drug education program aimed at prevention in the middle schools. The Public Health Department is involved. Funding is not clear.

DPCC: The Education Task Force is working on the truancy program, court schools and alcohol and substance abuse programs. The Recreation Task Force is in the process of submitting a proposal for private funding of an adventure playground. The Juvenile Justice Task Force is continuing its efforts to improve the program at Log Cabin Ranch. The Employment Task Force is working toward further coordination between the public and private sectors in providing employment for youth.

Health Care Services: Commissioner Smith reported that there had been some concern about the use of Kwell for treatment of head lice. He indicated that the problems cited were not really valid and usually involved misuse of the product.

Network: Commissioner Basse reported that she had mailed each Commissioner a notice of the training session on October 16. She stated that the speaker is excellent and encouraged all Commissioners to attend. She pointed out that the entire session is free, including lunch. There are also plans to hold sessions where two commissioners from each commission would be trained to conduct training sessions for commissioners. Tentative dates for these training sessions are November 19-20, December 3-4 and January 14-15. Commissioners interested in participating should contact Commissioner Basse or Chairman Mayberry.

SECRETARY'S REPORT:

Commissioners were reminded to submit their quarterly participation reports for July, August and September to Commissioner Ballou. Commissioners discussed the possibility of developing a form to help facilitate filing these reports.

NEW BUSINESS:

Commissioner Costello distributed her report, "The State of the Art of Out-of-Home Placement of San Francisco Adolescents and the Mental Health Implications." This report was compiled after visiting and/or talking with representatives of 16 different organizations who deal with adolescents. Commissioner Costello reported that there are between 16 and 24 difficult-to-place, emotionally ill adolescents in San Francisco who are being underserved by the current system. AB 2315, an emergency measure, passed the Legislature recently and its purpose is to provide multiple funding sources to care for these difficult-to-place children.

Commissioner Costello requested that the Commission monitor the progress of AB 2315 and embrace the principles of multiple funding for these children. She also requested that the Commission or Judge Low bring together a review committee composed of the placement leadership of DSS; a Social Services Commissioner; the Executive Director of the Department of Mental Health; a member of the Mental Health Advisory Board whose concern is for adolescents; the placement leadership, preferably Judge Low; and a member of the Juvenile Justice Commission. This committee would meet weekly over a six-week period to attempt to successfully place these 16 to 24 adolescents. It was M/S/C to monitor the progress of AB 2315 and embrace the principles of multiple funding for these children. Judge Low indicated that he would bring together a review committee. Commissioner

Costello also asked to be placed on the November agenda for the purpose of discussing the material presented today.

Status Offender Plan: Commissioner Wada indicated that there were several points he would like the Commission to discuss relative to implementation of the status offender plan. These points are: 1) Is it feasible for the Juvenile Court to agree with and support the idea of a community-based central intake center? 2) Where would the funds (about $180,000 a year) to run the intake center come from? 3) What role would the Juvenile Court and the Probation staff play in the running of the intake center? 4) What happens to the group counselors now employed in the coed status offender cottage? Commissioner Wada asked that these points be discussed at the November Commission meeting. A written list of these points will be mailed to Commissioners prior to the November meeting. Marilyn Borovoy urged the Commission to give serious thought to these points, with emphasis on the source of funding for the intake center. She suggested that perhaps the Commission could do some thinking and talking about this at the workshop.

There being no further business the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Donald W. Mayberry, Chairman
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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MINUTES OF NOVEMBER 4, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Mayberry, Laws, Ballou, Ayala, Basse, Costello, Figone, Romero, Smith, Wada. Excused: Caesar, Cayton, Grandin, Marovich, Salerno. Absent: Webb. Staff: Botka, Okada, Bailey, Exnicios, Askins. Guests: Toni Crabb, State Board of Corrections; Pat Armstrong, Youth Authority; Dr. Laura Grieneeks, Dr. Janet Shalwitz and Barbara Asinelli, YGC Health Care Services; Ruth Hughes and Jon Herzstam, Center for Special Problems; Gloria Burchard, Court Schools; Marilyn Borovoy, Mayor's Criminal Justice Council; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Jackie Winnow, Human Rights Commission; Margaret Brodkin, Pete Semiraro and Ron DeLuca, Coleman Children & Youth Services; Paul Gibson, Huckleberry House; Larry Cruz, Hospitality House; Rev. Jackie Kortright, S.F. Partnership Ministry; Paul Gross.

It was M/S/C to approve the October minutes as submitted.

COMMUNICATIONS:

1) Thank you note from Commissioner Webb.
2) 10/4/82 letter from State Department of Social Services re $10 million appropriation for child abuse and neglect prevention programs.
3) 10/18/82 letter to Commissioner Caesar from Chairman Mayberry re matters of legislation and bylaws.
4) 10/21/82 letter to Judge Low from Mental Health Association of San Francisco commending and supporting efforts to identify and place emotionally disturbed children.
5) 10/25/82 letter from Youth Authority forwarding the 1981-82 Legislative Status Report.
6) Announcement of public hearing on effects of government budget cuts, 10/26/82.
7) Announcement of Sixth Annual City Conference, "The Cycle of Violence: Implications and Applications," 10/29/82.
8) Informational letter on "Ten Cents for Kids" campaign and announcement of organizational meeting on 11/4/82.
9) Announcement of Juvenile Justice/Delinquency Prevention Commission training session, 11/6/82.
10) Announcement of forum on 24-hour intake services for San Francisco's high risk families, 11/17/82.
11) Invitation to Study Center's 10th anniversary celebration, 11/18/82.
12) Announcement of Fifth Joint Conference on Comprehensive Care for Juveniles in Detention Facilities, 2/27-3/2/83.
13) October-November issue of Friends Outside newsletter.
14) October and November issues of Tenderloin Times.

Commissioner Wada requested that correspondence items 2 and 8 be placed on the December agenda for discussion. Chairman Mayberry asked that the Institutions Committee prepare material for discussion at the December meeting.

Nominating Committee: It was M/S/C to accept the Nominating Committee's report that Commissioner Costello serve the unexpired term of Secretary to the Commission.

JUDGE'S CORNER:

Conference: Judge Low attended a four-day conference in Detroit for juvenile court judges and other juvenile justice personnel. He participated on two panel discussions and met with juvenile justice personnel from throughout the United States. He is convinced that the California system is working better and providing superior service to that of most of the states. Many of the other states recognize that California has one of the better functioning systems.

AB 1997: Judge Low testified before Senator Diane Watson's committee on AB 1997 on October 19. This bill seeks to reduce juvenile court delays and to avoid overcrowding in detention facilities by use of arbitrators to settle cases. While San Francisco does not have these problems, this is not the situation in Los Angeles and many other jurisdictions. The proposal would seem to be unnecessary in San Francisco in view of the use of neighborhood mediation centers and the informal settlement of cases by probation officers through counseling and by use of voluntary probation. Judge Low believes Senator Watson was impressed with the operations of the San Francisco juvenile justice system, and based on testimony from Los Angeles, she recognizes that the problems of Los Angeles were not present in San Francisco.

Juvenile Court Committee: The committee held a public meeting on October 27 and discussed the changes in the court schools, the early assessment of students, the Log Cabin vocational programs, the Police Big Brother type programs with the boys at Log Cabin, the use of psychological evaluations, the Transition Group Home, legal educational requirements and other responsibilities of the public schools. Speakers included Gloria Burchard, Jim Licavoli, Dr. Laura Grieneeks, Mike Marovich, Mike Scott, Officers Walter Scott and Tim Foley, Judge Kline, Joe Botka, Sheila Brogna and others. The Judge is pleased with the progress that is being made in improving the court schools, but there is a need to continue to build upon the progress that has been made.

Student Testing: On November 3, Judge Low met with Dr. Alioto, Barbara Cohen, Dr. Fred Leonard and Gloria Burchard. The meeting was to improve the testing of students and to speed the school placement of youth who may have difficulties in the schools to which they are now assigned. By November 25, a plan for career and academic testing and a plan for better placement will be provided the Court for comment. There will also be more coordinated efforts in helping students with drug-alcohol problems. Also, wards will be assigned to do community service at the schools. This meeting has helped to promote greater attention to the educational needs of youth at YGC and Log Cabin Ranch.

Placement: Judge Low is working with Commissioner Costello and others to improve the placement of dependents with mental health difficulties. A group of

nine or ten persons involved in this placement process will be meeting on November 9 to focus on resources for the early placement of these children. Judge Low visited the Children's Home Society on October 19 to learn more about what might be done.

Zoo Mobile: The zoo mobile came to YGC on October 28 and shared with youth a great deal of information about the care, treatment and habits of a number of animals. The zoo mobile will be at YGC about every three months.

Fishing Program: Probation officers organized a fishing venture for approximately 30 youth at YGC on October 20. The boat outing was a success, and the Probation Officers Association will be expanding the program. They deserve commendation for undertaking this project.

Probation Alternatives: Judge Low participated with 15 other persons in the criminal justice system from throughout California in an all-day study to examine greater use of probation as an alternative to prison sentences. This meeting, held on October 26 with the Department of Corrections and Board of Prison Terms officials, was to re-examine some of the probation alternatives to prison and Youth Authority. Prisons are now filled to about 140% capacity and the Youth Authority at about 110% of capacity, and both types of facilities will be steadily increasing in population so as to throw new burdens on the institutions. Financial costs for incarceration by the State are also rising rapidly. It is likely that in 1983 the Legislature will make revisions in the allocation and use of AB 90 funds. It is important to stay abreast of developments.

Community Service: This program continues to expand. Youths will be assigned to libraries, Laguna Honda Hospital, police horse stables and possibly the public schools and other City departments to perform various tasks.

Commission Appointments: Consistent with any bylaw changes the Commission approves, Judge Low hopes to complete the appointment of commissioners to vacant positions by December.

Medical Education Projects: The development of two medical education projects at YGC are being explored. One deals with family planning and sexual health and the other deals with alcohol and drug abuse. Commissioners' views are welcome.

Court Forms: Calendars are current. The Referees and probation officers are working diligently and cooperatively. Revision of forms that will provide greater efficiency and speedier record keeping of court matters is nearly completed.

Additional Judge: On November 1 the Board of Supervisors approved the funding for an additional judge to be assigned to YGC. The Mayor still must approve the costs for remodeling of facilities to accommodate this judge.

CASA: On November 3, 25 CASA volunteers will begin assignments. Half of the volunteers will review cases of dependents over 10 years who have been in

placement more than 18 months. The other half will work on special assignments by the Judge or Referees. Another 10 to 25 volunteers will be trained in January.

CHIEF PROBATION OFFICER'S REPORT:

Mr. Botka introduced Toni Crabb, a consultant from the State Board of Corrections. Ms. Crabb stated that the Board of Corrections administers the standards and training for corrections programs and that she was in San Francisco to present a certificate of merit and appreciation to the Probation Department for meeting the training requirements of the Board of Corrections by completing the first 18-month period. She credited this accomplishment to Mr. Botka and the training officer, Ben Okada, who was also presented with a certificate.

Mr. Botka reviewed the monthly statistics for Juvenile Hall, Log Cabin Ranch and the Youth Authority.

Mr. Botka stated that the New Pride program is phasing out at the end of February 1983. The program, which was funded for three years by LEAA money, is seeking alternative funding in order to continue its operation. Commissioner Wada pointed out that when the Red Cross sought the assistance of community agencies in getting this grant three years ago, they indicated that they would raise the money to keep the program going after the grant expired. He further commented that Red Cross has not been very accountable to the community agencies and the effectiveness of the program is not known. Mr. Botka indicated that Nadia Stafford, New Pride coordinator in the Probation Department, or someone on the New Pride staff could be invited to report on the program and answer any questions. Commissioner Romero asked that the Commission be kept abreast of plans for alternative funding.

Mr. Botka reported that several inquiries have been made about leasing Hidden Valley Ranch. The federal government has toured the facility and is very interested in leasing it as a detention center for youthful offenders between the ages of 17 and 21. Mr. Botka stated that he had informed the Real Estate Department on September 29 of the Commission's opposition to leasing the Ranch for any program involving adult offenders.

Mr. Botka made the following response to the recommendations in the Probation Services Committee's report on sexual minority youth:

Recommendation 1: Staff members have attended training sessions in the area of special needs of sexual minority youth and a program has been developed in the Probation Department with Paul Gibson for continued training. All staff will receive this training. Juvenile Hall staff have attended some of these training sessions, but an individual course will be developed for Juvenile Hall staff in that different training is required for counselors since their function differs from that of Probation.

Recommendation 2: The department has utilized the expertise of the consultants from the Center for Special Problems. Jon Herzstam and Ruth Hughes have done an outstanding job of being available on a weekly basis at YGC to help staff develop better sensitivity in working with sexual minority youth.

Recommendation 3: Jon Herzstam and Ruth Hughes plan to continue working at YGC for another year and the Probation Department supports their work and any efforts for spending more time at YGC.

Recommendation 4: Having one or two probation officers specifically assigned sexual minority youth caseloads is not feasible in that the department's operation does not lend itself to such an arrangement.

Recommendation 5: It doesn't seem feasible for several counties to open and operate a specialized facility for sexual minority youth. The Probation Department's Private Placement Division is ensuring that all placement facilities utilized by the department are not discriminating against sexual minority youth and are sensitive to the needs of such youth.

Commissioner Laws suggested that Mr. Boyle, who had operated a home for sexual minority youth in Southern California a couple of years ago, be contacted to ascertain how to go about establishing such a placement and inquire into the difficulties he encountered and why his home closed.

Paul Gross indicated that although placements may accept gay youth, they are not necessarily sensitive to their needs and discussion around sexuality issues are not allowed. He feels the Probation Department should do something about sensitivity training for placement workers. Ben Okada stated that the Bay Area Placement Committee (BAPC) had held a workshop concerning issues of working with sexual minority youth. Paul Gibson indicated that he had attended the workshop and stated that there has been increased sensitivity and awareness in the system in general but that the issue is the lack of resources and appropriate placements. He believes that staff and community could work together on improving sensitivity more so and developing placements. Jackie Winnow reported that the Human Rights Commission has received several complaints about discrimination and lack of sensitivity in some group homes and that youth cannot be open concerning their sexual life style. Ms. Winnow was requested to ask future complainants to report any such experiences to Mr. Botka or the Commission Chairman.

Paul Gross inquired about statistics on gay youth and how they compared with other youth in terms of length of stay. Mr. Botka indicated that the department doesn't keep track of such statistics and suggested that the consultants from the Center for Special Problems might have information of that nature.

Chairman Mayberry commended Jon Herzstam and Ruth Hughes for the fine report they prepared on the progress of their work at YGC. Margaret Brodkin inquired about the recommendations made in this report. It was pointed out by Mr. Botka that the report had just been received and has not been circulated among Probation staff or the Commission as yet. Commissioner Laws moved that a copy of the report be mailed to each Commissioner and that the matter of the recommendations be assigned to the Probation Services Committee, who will return to the next Commission meeting with its recommendations on these recommendations. It was seconded and carried.

Margaret Brodkin stated that she was impressed with the increasing sensitivity of staff and with the implementation of the recommendations of the

Probation Services Committee. She indicated, however, that there are a number of issues in the area of sexual minority youth that could become goals of the Commission, particularly the development of a unit for these and other vulnerable youth so that they are not placed in B5. She would like to see the Commission reiterate its support and efforts toward resolving problems in the area of sexual minority youth.

CHAIRMAN'S REPORT:

Superior Court Judges: The Executive Committee hopes to meet with the Judges later in the month to follow up on committee task assignments. Chairman Mayberry indicated that he is still waiting for reports from the chairmen of the Finance, Juvenile Court, Probation Services and Health Care Services Committees.

Goals/Evaluation: Chairman Mayberry appointed Commissioner Marovich to chair a committee to develop goals and an evaluation procedure for the Commission for the coming year. Commissioner Marovich will select members for the committee.

Participation: Chairman Mayberry indicated that as a result of discussion at last month's meeting, a form was developed to assist Commissioners in reporting their activities to the Secretary each month and a copy is in each Commissioner's folder. It was M/S/C to adopt the use of this form. Chairman Mayberry also pointed out that the review of Commissioners' participation by the Chairman is coming up. He asked that all Commissioners submit their participation reports pursuant to the bylaws.

Executive Committee Meeting: The next meeting will be held in the Commission office on Friday, November 19 at 9:30 a.m. All Commissioners are welcome to attend.

SPECIAL COMMITTEE REPORTS:

Executive: Commissioner Costello stated that she takes exception to Recommendations 8, 9, 10 and 11 of the report. She indicated that employee and union affiliations and activities belong with the local union organizations and with the employees and are not the responsibility nor prerogative of the Commission. Commissioner Laws pointed out that the committee was following up on recommendations in the evaluation report and that essentially Recommendations 8, 10 and 11 do not require any further effort on the part of the Commission. However, Recommendation 9 is a problem and since the Commission is interested in the morale of employees, it was felt that the Superior Court Judges should be asked whether they want the Commission to explore with Civil Service the matter of exams. It was M/S/C that Recommendations 8, 10 and 11 are not within the purview of the Commission and therefore will not be taken up with the Judges.

Commissioner Wada questioned the"working files" maintained by senior counselors and indicated his opposition to "secret" files. Commissioner Laws indicated that the files would be a back-up by management for such matters as tardiness, verbal reprimands and so forth. The committee recognized that there could be potential misuse but this has been discussed with Mr. Botka, who will take it up with staff so that employees will be notified if something is placed in the file. Mr. Botka assured the Commission that nothing would be kept in the

file unless the employee also received a copy of it. Commissioner Laws stated that Recommendation 12 would be amended to reflect this point. She also indicated that Recommendation 6 will require some amendment. Revisions in both recommendations will be brought to the December meeting.

Finance: Commissioner Costello stated that her report would be sent out next week.

Juvenile Court: Commissioner Figone stated that he has been delayed in submitting the report and that it would be turned in soon.

Probation Services: Chairman Mayberry indicated that a report will be forthcoming from Commissioner Grandin.

Health Care Services: Commissioner Smith indicated that he will submit a report.

COMMITTEE REPORTS:

Bylaws: Several Commissioners indicated that before approving Section 9, they would like to know the purpose and goals of the advisory committee as well as how often it would meet and have such information stated in the bylaw. It was M/S/C to adopt the amendments to Sections 1, 2 and 3 and leave Sections 4, 5, 6, 7 and 8 as they are. The matter of Section 9 was referred back to the Executive and/or Bylaws Committee for additional information.

Finance: The committee met on November 1 and took up three matters:

1) Fiscal implications to department's budget of Civil Service exams for Juvenile Hall counselors. Estimated increase in fringe benefits is approximately $100,000. At the same time the department must continue to meet salary savings expectations of the Mayor's Office. Any layoff of permanent employees would jeopardize maintaining minimum child/staff ratios determined by Youth Authority standards. On the recommendation of the Finance Committee, it was M/S/C that minimum child/staff ratics should be maintained and that the Commission would support Mr. Botka in requests for supplemental appropriations to meet the budget needs.

2) Fiscal implications of grants to the budget. The committee urged Mr. Botka to seek funds to renew the serious offender program in B5 for another 18 months; M/S/C. The CASA grant will continue for the next three years. The State training program pursuant to SB 924 is required, and on the recommendation of the Finance Committee, it was M/S/C that Mr. Botka request training funds for the next fiscal year.

3) Additional staff for Log Cabin Ranch. Mr. Botka presented to the committee the need for three additional counselors at Log Cabin in order to provide more individualized attention and educational assessment for youth in the program. The Finance Committee urged Mr. Botka to include these three positions in the 1983-84 budget request; M/S/C.

Institutions: Commissioner Wada indicated that there is no report. He stated that the committee would meet regarding the $10 million appropriation for child abuse and neglect prevention programs and the "Ten Cents for Kids" campaign. Chairman Mayberry requested that the committee monitor the leasing of Hidden Valley Ranch.

TREASURER'S REPORT:

Commissioner Laws, on behalf of the Treasurer, reported on the balance in the Commission's account. Chairman Mayberry indicated that Commissioner Grandin had researched the possibility of Commissioners receiving $25 per Commission meeting that could be used to pay costs for Commissioners attending workshops. Commissioner Grandin discussed this with Fred Whisman, Executive Officer of the Superior Court. He indicated that if the Commission wishes to attend workshops and seminars, individual requests should be submitted to his office for consideration. The Executive Committee will look into this matter further.

Extension of Meeting: It was M/S/C to extend the meeting 15 minutes.

UNFINISHED BUSINESS:

601 Reception Center: Commissioner Wada stated that the cost for a reception center in the community would be approximately $200,000. Since all AB 90 and AB 3121 monies have been allocated, it will be necessary to get funding from other sources such as corporations, foundations and the City. Location of the center could possibly be an existing group home, and some costs could be covered by stationing probation officers there and using counselors currently staffing the 601 cottage at YGC.

Mr. Botka pointed out that the Superior Court Judges have not indicated that they have accepted any plans for removing the status offender intake from YGC. The MCJC plan has been submitted to the Judges, but they have not responded on the item. Mr. Botka also indicated that the Commission, Judge Low, the Probation Department and staff working on a daily basis with these youth have never met together to discuss the matter.

Marilyn Borovoy indicated that this matter was discussed at the Youth Services Task Force on November 3 and that a small committee will be meeting with the Judges soon to get a response. Pete Semiraro pointed out that this matter has been in process for a year now and that a decision should be made.

Commissioner Laws said she would like to see the reception center located somewhere besides YGC. However, she is concerned about funds being available for establishing and maintaining the center. An RFP should be developed that spells out the requirements and stipulations for this operation; and if no agency can provide the services as required, then the center can remain at YGC. Commissioner Smith expressed his concern that by removing the center from YGC the medical screening and health care services would suffer and would result in a disservice to youth.

Commissioner Romero expressed the need for clarifying exactly where the Judges and the Probation Department are on this matter and determining how to proceed and establishing a timetable.

It was M/S/C to ask Judge Low and Mr. Botka to call a meeting that would include Commissioners and line staff to discuss the plan and the actual and possible pitfalls of the plan.

Difficult-to-Place Youth: Commissioner Costello distributed a copy of AB 2315 to each Commissioner and asked them to read it along with her report for discussion at the December Commission meeting. Jane Asselin commended Commissioner Costello on the excellent report she presented last month.

Bylaw Proposals: Chairman Mayberry indicated that Commissioner Caesar will be taking up the two reports submitted on bylaw amendments and proposals.

NEW BUSINESS:

Court-Police Liaison: Chairman Mayberry assigned Commissioner Ayala to serve as court-police liaison.

There being no further business the meeting adjourned at 2:45 p.m. in honor of Commissioners Ballou and Salerno for their many years of service on the Commission.

Respectfully submitted,

Joanna Ballou, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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MINUTES OF DECEMBER 2, 1982 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:30 p.m.

ROLL CALL:

Present: Mayberry, Laws, Costello, Ayala, Basse, Caesar, Cayton, McGee, Romero, Smith. Excused: Figone, Grandin, Marovich, Webb. Absent: Wada. Staff: Low, Botka, Cain, Stafford, Exnicios, Chow. Guests: Dr. Laura Grieneeks, YGC Health Care Services; Jon Herzstam, Center for Special Problems; Gloria Burchard, Court Schools; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Jackie Winnow and Gail Roberts, Human Rights Commission; Carlos Cornejo, Unified School District; Beverly Hubbard, Mission High School; Marian Wilson and Michael Lange, Project New Pride; Ron DeLuca, Coleman Children and Youth Services; Paul Gross.

Judge Low announced the reappointment of Commissioners Ayala and Costello to the Juvenile Justice Commission for two years and four years, respectively. He also introduced the new youth commissioner, Dwight McGee, a student at Mission High School, who will be serving a one-year term. Judge Low swore in Commissioners Costello and McGee and will swear in Commissioner Ayala later in the day.

Judge Low announced that he just received an appointment to the Appellate Court from Governor Brown. The Commission congratulated Judge Low and then excused him to take care of matters surrounding the appointment.

It was M/S/C to approve the November minutes as submitted.

COMMUNICATIONS:

1) 11/5/82 letter from State Department of Social Services re $10 million for child abuse and neglect prevention programs and asking whether RFP is desired. Form requesting an RFP completed and returned to State Department of Social Services.

2) 11/15/82 letter from Youth Authority advising that the Youth Guidance Center has passed inspection.

3) 11/19/82 news release from KRON-TV announcing the premiere of the Terry Cole-Whittaker show on 11/28, and an invitation to meet this minister on 12/9.

4) 11/24/82 letter from the Youth Authority re recommendations made by the External Fact Finding Committee on Juvenile Hall Overcrowding and Related Issues.

5) 11/29/82 letter from the Youth Authority announcing that a small number of one-year grants will be awarded toward efforts to better meet the needs of youth who are at risk of entering the juvenile justice system.

6) Invitation to meeting with Antonio Amador, Director of the Youth Authority, on 12/15/82, sponsored by National Conference of Christians & Jews and Delinquency Prevention Commission.

7) City and County of San Francisco 1981-82 Civil Grand Jury Report.

8) Youth Authority's "The Jail Report: Minors Detained in California Jails and Lockups in 1981."

JUDGE'S CORNER:

Meeting: The next quarterly meeting of the Executive Committee of the Commission and the Juvenile Court Committee of the Superior Court will be on December 6.

Second Judge: Present plans call for the assignment of Judge Daniel M. Hanlon to the Juvenile Court as a second judge. Judge Hanlon, who has a good background in criminal law and has worked in many capacities with juvenile and criminal justice agencies, will arrive in January.

Court Schools: Judge Low met with school officials on November 24 to enhance the joint efforts of the Court and the school department in providing greater service to the court schools. He anticipates that earlier testing, better vocational and career guidance, job placement and better school placements will soon be provided.

Court School Faculty: On November 8 Judge Low met with the faculty of the court schools and discussed ways in which to provide better educational services to youth at YGC.

Tutoring: Judge Low is in the process of incorporating, through Pillsbury, Madison & Sutro, the "Senior Tutorers for Youth in Detention," which will combine the volunteer services of retired adults from places such as Rossmore. It is hoped that the program can begin in early 1983. More funds and help are needed, and the Judge invites the advice of the Commission.

Children with Special Needs: On November 9 Judge Low held a meeting to share resources in caring for the emotionally or mentally impaired dependent. Most of these youngsters are dependent children whose special needs in placement and education are costly. A follow-up meeting will be held December 6.

EDP: Judge Low is exploring ways to share information with other agencies that deal with the same child and still comply with the confidentiality laws. He is also looking at methods to computerize the calendars and to provide probation officers with information so they can better counsel a youth informally.

CASA: CASA has begun to assign volunteers to a series of cases. All volunteers should be assigned to one or more cases by the end of the year.

Meeting: Judge Low just returned from a meeting of the Metropolitan Juvenile Court Judges in Phoenix, where he was a member of the faculty and appeared on a panel. The Judge is more convinced that the work being done in San Francisco is equal or superior to that of any other jurisdiction in the United States.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistics for Juvenile Hall, status offender cottage, Log Cabin Ranch and Youth Authority for the month of November.

Goals & Objectives: Mr. Botka distributed a sheet outlining goals and objectives of the Probation Department. He suggested that the Chairman may want to refer this item to the Commission's recently established goals and evaluation committee.

Psychological Services: Mr. Botka reported that Dr. Grieneeks has notified him that community mental health programs are under pressure to provide services for which they can get federal and state reimbursement. He pointed out that in the matter of treatment--a child is seen, counseled and planning arranged--there is reimbursement. However, there is no reimbursement for psychological testing. The Psychiatric Clinic will continue to provide services at the highest level possible.

SB 1882: In January, SB 1882 will become law and authorizes police officers to decide whether to divert a youth to a community based agency. Meetings have been held to discuss the possibility of developing a way of teaming up police officers and probation officers to implement this law.

Audit: Harvey Rose Corporation recently completed an audit of some of the divisions of the Probation Department. A copy of this report will be provided to the Commission.

Log Cabin Ranch: Mr. Botka announced that the DPCC has endorsed the idea of three additional counselors at Log Cabin Ranch. Letters of support will be sent to the Mayor and the Board of Supervisors.

CHAIRMAN'S REPORT:

Executive Committee Meeting: The next meeting will be held on January 4 at 9:30 a.m. at the Youth Guidance Center.

Annual Reports: Chairman Mayberry reminded committee chairmen that annual reports are due and should be turned in to him no later than December 20.

Meeting with Superior Court Judges: The Executive Committee will be meeting with the Judges on December 6. If Commissioners have any items they wish discussed with the Judges, they should contact a member of the Executive Committee.

Party: January 18 has been tentatively set for a party honoring Joanna Ballou and Mike Salerno for their many years of service on the Commission. A potluck affair at Commissioner Costello's home has been suggested. Any other ideas or suggestions are welcome.

COMMITTEE REPORTS:

Bylaws: Commissioner Caesar asked that this report be discussed in Executive Session.

Executive: Report in Commissioners' folders. Commissioner Laws pointed out the changes from the previous report: Recommendations 1, 2 and 5--paragraph 2 added; Recommendation 6--paragraph 2 added; Recommendation 9--paragraphs 1 and 3 added; Recommendation 12--paragraph 3 added; Recommendation 14--paragraph 3 added. It was M/S/C to approve the report. Recommendation 9 will be an item of discussion at the meeting with the Superior Court Judges.

In response to Commissioner Romero, Mr. Botka indicated that the counselor lists came out yesterday and will be adopted on December 8. All temporary counselors took the exams except two individuals, who will be displaced by permanent employees. Approximately eight individuals placed low enough on the list that they may be displaced by other individuals. The lists are four-year lists, however, and these people may be hired eventually. Requisitions must clear the Mayor's Office as well as the Controller's Office so that hiring will take place in January and February.

In response to Commissioner Romero and Paul Gross, Mr. Botka indicated that the exams met affirmative action provisions of the federal government and that the department's goal is to ensure that minorities are hired and that affirmative action is met from entry level through administrative level. The Civil Service Commission monitors this aspect very closely.

Finance: Report in Commissioners' folders. It was M/S/C to approve the report.

Institutions: Commissioner Romero indicated that funds may not be coming forth for the child abuse and neglect prevention grants. This issue has been raised at the Youth Services Task Force meeting and with the Mayor's Advisory Committee on Sexual Trauma.

Juvenile Court: Commissioner Basse will contact Commissioner Figone regarding the committee's report.

Legislative: Commissioner Caesar distributed a report, which is an addendum to the report submitted to the Chairman. She indicated that PL 96-272 is in trouble again and has been called for repeal. After the first of the year it may be necessary to write more support letters to keep legislation intact.

Probation Services: Mr. Botka was asked to respond to the eight recommendations of Jon Herzstam and Ruth Hughes concerning the matter of sexual minority youth. Mr. Botka responded as follows:

1/2) It would not be efficient to the organization and operation of the Probation Department to set up a special staff for gay identified youth. All staff are receiving training in the area of sexual minority youth, and those individuals with special skills will be assigned such cases. These individuals will be identified in each unit and the names known to all concerned.

3) The department is developing a sensitive and confidential way of identifying sexual minority youth through the courses being given.

4) It would not be practical to set up a separate cottage for sexual minority youth in that there are not enough youth to make up a cottage.

5) All Probation units have met Jon Herzstam and Ruth Hughes, who have access to the Probation staff. In addition, Probation staff is working closely with Paul Gibson, who has been providing the sexual minority youth training.

6) Byron Bray of the Private Placement Division will be looking into the sensitivity and capability of group homes to house sexual minority youth.

7) Under current law, the Probation Department is duty bound to contact parents of runaways and return youth home. If the home situation is not good, arrangements are made to see that such youth receive the help and services they need. Youth will not be returned to abusive or dangerous situations.

8) Log Cabin Ranch staff will participate in the mandatory training regarding sexual minority youth. Jim Licavoli and some of his staff have already received training with Probation staff.

It was M/S/C to send a letter to the Center for Special Problems expressing appreciation for the assistance of Jon Herzstam and Ruth Hughes.

The Probation Services Committee's report on the recommendations of the Commission's evaluation report is in the folders. It was M/S/C to approve the report.

LIAISON REPORTS:

DPC: The Commission is conducting an evaluation of activities and the structure of the Commission, aiming at increasing efficiency and involving more people from the community in identifying a number of key issues to focus on.

DPCC: The Employment Task Force will be addressing the Board of Supervisors within the next week regarding expansion of in-school employment programs. The Mayor's Office of Employment and Training and the Private Industry Council are involved in this effort.

Health Care Services: Members of the Executive Committee received a letter from the YGC Medical Clinic requesting a letter of support for a grant from the State Office of Family Planning. The grant is for an information and education project that would implement Section 221 of the Welfare and Institutions Code, which mandates that any inmate confined in a state or local juvenile facility shall upon his or her request be furnished with information and education regarding prescription birth control measures and that family planning services shall be offered to each detainee prior to release. Commissioners Laws, Mayberry and Smith wrote individual letters in support of this grant, and these letters will be on file in the Commission office. It was M/S/C to support the grant and urge that this program work in conjunction with Judge Low's efforts.

TREASURER'S REPORT:

On behalf of the Treasurer, Commissioner Laws reported on the balance in the Commission's account.

UNFINISHED BUSINESS:

601 Reception Center: Mr. Botka stated that the Probation Department is doing a good job of providing shelter and services to status offenders at YGC and is referring to community agencies as well. If a reception center is established in the community, there will be some duplication of services. The decision at this point rests with the Superior Court Judges.

Extension of Meeting: It was M/S/C to extend the meeting 15 minutes.

Project New Pride: Marian Wilson and Michael Lange indicated that the American Red Cross received funding two years ago to implement a community-based program for serious juvenile offenders through the Office of Juvenile Justice and Delinquency Prevention. New Pride receives all its referrals from the Juvenile Court and has been providing educational services and employment and vocational training to these youth. Informational sheets presenting an overview of the project and a summary of achievements, based on an evaluation of the program done by Pacific Institute for Research and Evaluation, were distributed to Commissioners.

Funding for the project will expire in February 1983. Although approximately $250,000 in seed money will be provided by the Office of Juvenile Justice and Delinquency Prevention, $400,000 to $450,000 is needed to run the program. Efforts are being made to acquire as much local funding as possible to supplement the seed money.

It was M/S/C that the Executive Committee be empowered to write a letter for the total Commission recommending the work of Project New Pride and send copies to Project New Pride and the Office of Juvenile Justice and Delinquency Prevention in Washington, D.C.

It was M/S/C to adjourn to Executive Session at 2:35 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: January 6, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740).

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MINUTES OF JANUARY 6, 1983 COMMISSION MEETING

Vice-Chairman Laws convened the meeting at 12:35 p.m., noting that Chairman Mayberry was ill.

ROLL CALL:

Present: Laws, Costello, Ayala, Basse, Cayton, Figone, Marovich, McGee, Romero, Smith, Wada, Webb. Excused: Caesar, Grandin, Mayberry. Staff: Hanlon, Chesney, Botka, Licavoli, Exmicios, Twing. Guests: Tim Armistead, Mayor's Criminal Justice Council; Jane Asselin, Delinquency Prevention Commission; Dr. Laura Grieneeks, YGC Health Care Services; Gloria Burchard, Court Schools; Dr. Ray Del Portillo, Unified School District; Pete Semiraro, Coleman Children and Youth Services.

Chairman Laws introduced Judge Daniel M. Hanlon and Judge Maxine Mackler Chesney and welcomed them to the Juvenile Court.

Chairman Laws welcomed Commissioner Webb, who has been absent due to ill health, and introduced and welcomed Commissioner McGee, the new youth commissioner, who was appointed by Judge Low last month.

Since all Commissioners did not receive the December meeting minutes, it was M/S/C to defer approval to the February meeting.

COMMUNICATIONS:

1) 11/30/82 letter from State Department of Social Services re RFP for child abuse and neglect prevention programs.
2) 12/16/82 letter from Project New Pride requesting letter of support for its program.
3) 1/6/83 letter from Chairman Mayberry to LEAA Office of Juvenile Justice and Delinquency Prevention in support of American Red Cross/Project New Pride.
4) Announcement of three-day training conference, "Understanding Adolescents: Daily Life and Health Issues in Detention," 2/27-3/2/83.
5) CYA's summary report #5, January through July 1982, California Juvenile Homes, Ranches and Camps Population.
6) CYA's summary report #14, January through June 1982, California Juvenile Hall Population.
7) December 1982 issue of "Tenderloin Times."

Commissioner Wada commented that with the Commission supporting Project New Pride's request for refunding, he expects Project New Pride to do a better job of communication and public relations with public officials and community agencies. To date, they have been reluctant to give progress reports on their program.

JUDGE'S CORNER:

Judge Hanlon thanked the Commission for its welcome and indicated that he is enthusiastic about working at the Juvenile Court and looks forward to working with the Commission. He introduced Judge Chesney, who indicated that she is pleased to be assigned to the Juvenile Court also.

Judge Hanlon stated that he is the Supervising Judge of the Juvenile Court and will preside over department 29 and will handle any administrative matters. Judge Chesney will preside over department 30. Court Commissioners handle departments 29a and 29b and are arms of department 29. For the time being, there will be two court commissioners at the Juvenile Court. After studying the calendars and the work flow for the next six months, there is a possibility that only one court commissioner will be needed.

Judge Hanlon indicated that Commissioner Grandin has been working on the evaluation of health services at the Youth Guidance Center with particular attention to psychiatric services. There will be a meeting of the difficult-to-place because of mental illness adolescents group formed by Judge Low on January 13, and Judge Hanlon will report on it at the next Commission meeting.

Judge Hanlon stated that the matter of a community based intake center for status offenders is a proposed agenda item for the Superior Court Judges' monthly meeting in January.

Judge Hanlon indicated that he was not able to attend the December 14 meeting of the San Francisco Committee for Log Cabin Ranch, but he understands that plans are underway for commencement of the vocational and training programs soon. Justice Kline is to be congratulated on getting the private sector involved in that the expected budget of $400,000 comes solely from private donations. The Committee will be meeting on January 17, and Judge Hanlon plans to attend that meeting.

CHIEF PROBATION OFFICER'S REPORT:

Training: In response to questions and concerns raised by the Commission regarding training for staff, Mr. Boska invited Dr. Tim Armistead, county coordinator for SB 924 training, to speak to the Commission about the training in the Probation Department.

Dr. Armistead indicated that in mid 1980 the Board of Corrections was able to get legislation passed that would provide correctional officers the equivalent of standardized training for peace officers. This training was introduced to the three San Francisco County Correctional departments (Juvenile Probation, Adult Probation, Sheriff's Department) very quietly two years ago and has been very low key so that many people are not aware that a major training effort has been taking place.

The 924 training is provided to the City and County of San Francisco at no cost and even includes reimbursement for replacement staff for those at training courses. In the past two years, 625 correctional and probation officer personnel have been trained each year for almost 40,000 hours of training. Upon initial hiring, individuals are required to complete anywhere from 80 to 200 hours of training. Thereafter, all staff must complete 40 hours of training per year. The first 18 months of the program were monitored by the State Board of Corrections

and all San Francisco departments completed the necessary hours. It has been determined that fewer than half of the counties participating in the training program have completed the mandated training on time. Although participation in the 924 training is voluntary at this time, if a county chooses to participate it has to abide by the regulations.

Juvenile Probation has been selected for a pilot program, wherein, with the assistance of a Board certified consultant, a comprehensive training needs assessment and subsequent plan for the department for 1983-84 and 1984-85 will be developed. All levels of staff will be involved in the development of this plan, which will be aimed at targeting specific needs for specific personnel.

Commissioner Romero expressed the concern of the Commission about whether counselors are "counselors" or "guards." If they are to be considered"counselors", then it seems that counseling time should be built into the structure in order to achieve maximum rehabilitation. Dr. Armistead indicated that this issue could be addressed in the assessment program.

Statistics: Mr. Botka reviewed the statistics for the month of December. Although admissions to Juvenile Hall are down compared to last year, the length of stay is a little longer. The development of the B1 program this past year accounts for this slight increase. Staff involved in the status offender unit have noticed an increase in admissions of "300" youth as "601's." It appears that these youth are beyond foster parent or guardian control. This situation will be monitored very closely in that these youth are the responsibility of the Department of Social Services.

Log Cabin Ranch: Mr. Botka asked Mr. Licavoli to provide the Commission with a report on the vocational program. Mr. Licavoli indicated that it would take more time than was available at the meeting and asked that he be invited to come back at another time. He did indicate, however, that the vocational program, which has been talked about for several years now, seems to be coming a realization.

CHAIRMAN'S REPORT:

Chairman Mayberry: Chairman Laws stated that Chairman Mayberry is at home recovering from pneumonia. A card will be sent to him from the Commission.

Grand Jury Report: There being no objection, it was agreed that prior to the February meeting, a response will be sent to the Grand Jury thanking them for the careful study and attention to detail in their report.

Training: There will be a Network training session in San Mateo on January 14-15. The purpose of this training is to train at least one representative from each commission who will in turn train his own commission members. Hotel costs will be paid by Network, and the Superior Court will pay for meals. Any Commissioner interested in attending should contact Commissioner Laws or Commissioner Costello.

Party: A party will be held in honor of Joanna Ballou and Mike Salerno for their many years of service on the Commission. It will be at Commissioner Costello's home on January 18 at 6:30 pm. Proposed gifts are: a sterling silver picture frame engraved "San Francisco Juvenile Justice Commission to Joanna Ballou, 1969-1981, with gratitude"; and a sterling silver tie tack/studs jewelry box engraved "To Michael Salerno with gratitude 1966-1981." The cost involved can be covered by

The Commission's account. It was M/S/C to follow through on these gifts. Commissioner Costello will handle the gifts as well as prepare a resolution for Justice Harry W. Low.

Commission: Chairman Laws asked Commissioners to think about what the Commission needs in terms of office space and support staff. Suggestions should be submitted to Chairman Mayberry or Commissioner Laws.

Executive Committee: The next meeting will be on January 20 at 9:30 am in the Airplane Room. All Commissioners are welcome.

Bar Association: The Executive Committee will be meeting with the Blue Ribbon Committee of the Bar Association on January 12 at 4 pm. The purpose of the meeting will be to discuss the recommendations made by that committee. Chairman Laws read the recommendations and asked that each Commissioner be sent a copy. After reading the recommendations, Commissioners should provide members of the Executive Committee with any input they may have.

COMMITTEE REPORTS:

Bylaws: At the Executive Session on December 2, the Commission approved the proposed revisions to the bylaws as outlined in the committee's report of November 23, 1982. The only change was the substitution of "resignation" to "suspension" in Article III, Section 6a and Section 6b. Since the bylaw amendments must be approved at a regular Commission meeting, it was M/S/C to approve the amendments section by section. Commissioners were provided with a report outlining the sections as they currently read along with the proposed revisions. Voting by a show of hands resulted in the following:

Article III, Section 6a: 7 noes, 4 ayes
Article III, Section 6b: 7 noes, 4 ayes
Article III, Section 7: 7 ayes, 0 noes
Article V, Section 1e: 9 ayes, 0 noes
Article VI, Section 5c: 10 ayes, 0 noes
Article VI, Section 6: 9 ayes, 2 noes
Article VIII, Section 3:10 ayes, 0 noes
Article VIII, Section 5:10 ayes, 0 noes

After considerable discussion around Article III, Section 6a and Section 6b, it was M/S/C to send these sections back to the Bylaws Committee with recommendations.

Finance: The committee met on January 5, to discuss a response to Mayor Feinstein's memo regarding budget increments. Mr. Botka is asking for the following increments: 1) three additional staff for the serious offender program in B5 in that the grant will expire this year; 2) three additional staff at Log Cabin Ranch to provide a higher staff detainee ratio; 3) $200,000 to cover the cost of temporary counseling staff moving to permanent status; 4) $166,000 to cover the cost of upgrading probation officer positions to senior probation officer positions. The Committee supports Mr. Botka's request with the exception of item 4, which it will not take a position on since it is a matter of union and management.

The committee also received the Business Office's goals and objectives and are interested in learning of those matters that reflect the care of juveniles in matters of finance that are above budget or below budget in a significant degree.

The report was accepted for filing after correction of grammatical and typographical errors in item 2 on page 2 of the report and deletion of "Teamsters" in item 4 on page 2 of the report. It was M/S/C that the committee be authorized to work with the Chief Juvenile Probation Officer in his budget presentation to the Mayor.

The next committee meeting is January 20, 4 p.m.

Institutions; The next committee meeting is January 26, 4 p.m. Agenda items will include the role of the Juvenile Court in child abuse grants, the Log Cabin Ranch vocational program, the Bl program in Juvenile Hall and the Ten Cents for Kids campaign.

Juvenile Court: The committee submitted its report on the recommendations from the Commission's evaluation report that had been assigned to it.

Legislative: No matters pertaining to juveniles or families were discussed in the lame duck sessions.

Probation Services: The annual report has been submitted. No committee meeting has been scheduled.

Goals: Commissioner Marovich indicated that he would need additional clarification on the task of the committee. It is the committee's intent to review the goals and objectives of the Probation Department as well as the recommendations of the Blue Ribbon Committee of the Bar Association. Commissioner Marovich will discuss the matter with Chairman Mayberry.

Commissioner Wada has agreed to serve on the committee but questioned whether the Presiding Judge of the Superior Court and the Supervising Judge of the Juvenile Court have given the go-ahead on this. Judge Hanlon stated that he would confirm with Judge Brown, but was under the impression that the committee should proceed.

LIAISON REPORTS:

DPC/DPCC: A report will be given at the February meeting.

Health Care Services: The Medical Advisory Committee met in December. There was some discussion about referrals to specialty clinics. Also discussed was the matter of transporting youth to San Francisco General and receiving priority attention upon arrival. It seems that the new system of making preliminary arrangements has helped reduce the long waits staff and youth have previously experienced.

TREASURER'S REPORT:

On behalf of the Treasurer, Commissioner Costello reported the balance in the account.

UNFINISHED BUSINESS:

Civil Service: An informational workshop on civil service policies and procedures was held on December 30. Discussion centered around the long delays in holding examinations for counseling and probation officer positions. Commissioners Cayton and Wada had met with a number of officials in Civil Service to discuss the problem. Preparation has begun on the probation officer series, but because of the grievance procedure along the way it may be some time before the exams are actually given. Another problem is the large number of temporary employees throughout City service. When exams are finally given, some of the people who have worked in the positions for years lose out to other individuals. With the economic situation as it is today, many people are out of work. This has resulted in many individuals who are well qualified and over qualified applying for civil service exams and passing higher on the list than people currently working in the positions. It was suggested that, except for monitoring the progress of the probation officer exams, the Commission move cautiously with regard to the matter of exams at this time because of the complexity of the problem.

Extension of Meeting: It was M/S/C to extend the meeting five minutes.

Difficult to Place Youth: The committee formed by Judge Low has been meeting and will meet again on January 13. At the December meeting there were no representatives present from the Department of Social Services or the Social Services Commission. Mr. Ed Sarsfield, General Manager, Department of Social Services, indicated that his department could not cooperate in this matter because it was contrary to their policy not to do any voluntary placement. Research of the matter of policy revealed that although the issue had been discussed at the May, 1978 Social Services Commission meeting, no official policy had ever been established. Department of Social Services and Social Services Commission representatives will continue to be involved with this committee.

Adjournment: There being no further business, the meeting adjourned at 2:35 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: February 3, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740).

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MINUTES OF FEBRUARY 3, 1983 COMMISSION MEETING

CALL TO ORDER:

Chairman Mayberry convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Mayberry, Laws, Costello, Grandin, Ayala, Basse, Caesar, Cayton, Figone, Marovich, McGee, Romero, Smith, Wada. Excused: Webb. Staff: Hanlon, Chesney, Botka, Exnicios, Askins, Basten, Perino, Medina. Guests: Dr. Laura Grieneeks, YGC Health Care Services; Gregory Bonfilio, YGC Public Defender; Claire Zvanski, Delinquency Prevention Commission; Grace Hing, CASA: Patricia Armstrong, California Youth Authority; Pete Semiraro, Coleman Children and Youth Services; Paul Gross.

Chairman Mayberry welcomed Commissioner Grandin back from her brief leave of absence.

APPROVAL OF MINUTES:

December: It was M/S/C to approve the December minutes as submitted.

January: Commissioner Laws made the following corrections to the January minutes:

Page 4, Bylaws report, voting tabulations should read "Article III, Section 6a: 7 ayes, 4 noes; Article III, Section 6b: 7 ayes, 4 noes." Following the voting tabulation, the following statement is inserted: "Since Roberts Rules of Order requires a 2/3 vote to amend bylaws, the amendments to Article III, Sections 6a and 6b failed to pass. The remaining amendments were adopted. M/S/C to approve amendments to bylaws."

Page 6, Difficult to Place Youth report, third sentence should read: "Mr. Ed Sarsfield, General Manager, Department of Social Services, indicated that his department could not cooperate in this matter because it was contrary to their policy, which is not to do any voluntary placement."

It was M/S/C to approve the January minutes as corrected.

CORRESPONDENCE:

1) 12/30/82 letter from Tulare County Juvenile Justice & Delinquency Prevention Commission requesting information available on setting up a citizens' group to assist their county's youth camp. Referred to the Volunteer Auxiliary.
2) 1/4/83 letter from San Bernardino County Juvenile Justice & Delinquency Prevention Commission in response to request for an additional commissioner manual.
3) 1/11/83 letter from San Bernardino County Juvenile Justice & Delinquency Prevention Commission requesting input re California Supreme Court decision in re. Jerald C. Referred to Legislative Committee.

4) 1/19/83 memo from Joseph Botka about illegal parking at Youth Guidance Center.
5) 1/25/83 thank you note from Judge Chesney re Commission party.
6) 2/3/83 letter from Commission to Edward M. Smith, Foreman of 1981-82 Grand Jury, commending Grand Jury members for excellent report.
7) Thank you note from Joanna Ballou re Commission party.
8) Announcement of premiere showing of child abuse and neglect film "The Next Volunteers," 2/12/83.
9) Announcement of presentation on alcoholism, "One Day at a Time," 2/15/83.
10) Announcement of conference, "Infant Mental Health: From Theory to Intervention," 2/18-19/83.
11) Announcement of opening of Women's Family Services and invitation to office warming party, 2/20/83.
12) Announcement of workshop on parliamentary procedures, "How to Use the Rules," 3/12/83.
13) Flyer from Children's Hospital re their comprehensive child crisis service.
14) Announcement from The Emergency Family Care Program indicating their move to Children's Home Society, 3000 California Street.
15) Fall/Winter 1982 newsletter from Family Service Agency of San Francisco.
16) January 1983 edition of "Youth Issues."
17) January 1983 issue of "The Tenderloin Times."

JUDGES' CORNER:

Judge Hanlon thanked the Commission for the warm welcome he received at their party on January 18.

CASA: The program is doing well and currently has 14 CASA's assigned to 17 cases, and a new group of CASA's are involved in training. On January 19, Dorcas R. Hardy, Assistant Secretary for Human Development Services for the Department of Health and Human Services visited with CASA relative to a special media program on adoptions.

Stay in School: Judge Hanlon met with the counselor from the regional centers and the police officers assigned from district stations at a joint training session. Statistics indicate that during the period September 1982 to January 1983, there were 1434 referrals compared to the 1394 referrals during the previous year. This increase may be a result of more females being referred to the centers instead of police officers accepting verbal excuses. Out of a student population of 34,000 plus, only 4% are being referred to the program. Youth on probation with the Juvenile Court are placed on the truancy calendar and this involves approximately 8 to 9% of the total referrals. The program is working well and there have been no complaints from parents.

Senior Tutors: Judge Hanlon announced that February 10, will be the formal kick-off of the program of senior tutors for youth in detention. Judge Low had developed this program in conjunction with attorneys, school district personnel and retirees at Rossmoor to address the needs of youth in detention who require one to one tutoring. This program will bring young people and older people into

contact with one another. Youth will receive the benefit of one-to-one tutoring, and retirees will have a sense of being needed and provide help in this rehabilitative effort.

Commissioner Smith indicated an interest in hearing from the teachers on staff at YGC and Log Cabin as to their views of the problems and needs in this area. Chairman Mayberry suggested that the matter could be placed on the agenda of another Commission meeting. Judge Hanlon indicated that Gloria Burchard, principal of the court schools, is doing a lot to revitalize the school programs.

Juvenile Court and Facilities Committee: Judge Hanlon announced an open meeting of this committee on February 15 at 4:00 p.m. Agenda items will be: status offender program and a community receiving facility; report of the Board of Supervisors' budget analyst; improvements to Judge Chesney's courtroom; and report on EDP calendar planning.

Huckleberry House: Judge Hanlon expressed his concern for Huckleberry House, which has lost its San Francisco Foundation funding. They are in need of $55,000 to continue the on-going operation. They are a creditable and well established organization and serve both the Juvenile Court and Adult Probation.

Difficult-to-Place Youth: There will be a meeting of this task force on February 10 at 8:00 a.m. There is a lack of proper coordination of agencies, funding and facilities and thus many things to resolve in this area.

General Staff Meeting: Judge Hanlon attended the quarterly general staff meeting of the Probation Department and found it most productive.

Log Cabin Ranch Committee: The staff developing the program that will be funded by private money is in place. These individuals are being paid through the grant from the State Office of Employment Development.

Statistics: Mr. Botka indicated that admissions and average daily population in Juvenile Hall are up compared to the same period last year. Some of this increase can be attributed to the number of youth being committed for weekends in connection with the truancy program. He pointed out that Log Cabin statistics were not available for the month of January. It is anticipated that February and March will show an increase in referrals.

CYA Tour: A tour to Karl Holton School in Tracy is scheduled for March 9. Transportation will be provided with cars leaving the YGC at 8:30 a.m. and returning by 4:30 p.m. Any Commissioner wishing to go along is welcome.

Earthquake Preparedness: The Red Cross will be presenting vital information on earthquakes and earthquake preparedness on February 24 at 2 p.m. in the Chapel.

SB 104: This bill would provide that youth who commit certain types of minor offenses on public transportation would be referred to the traffic hearing officer. The Probation Department has indicated its support of the bill to the City's legislative lobbiest with a suggested amendment that in lieu of the $50 fine

stipulated that community work hours be given to those youth who cannot afford to pay the fine. Mr. Botka suggeststhe Commission might want to refer this bill to its Legislative Committee for review and subsequent endorsement.

Overcrowding in Juvenile Hall: Mr. Bonfilio stated that for the past few months, Juvenile Hall has been overcrowded in some cottages by 20 or more youth. He asked Mr. Botka when B4 remodeling would be complete and the cottage opened again. Mr. Botka indicated that the contractor had run into some problems with materials and has not completed the work as expected. The target date for opening B4 is February 22. Mr. Botka indicated that he has been in close contact with the Youth Authority regarding this situation.

Training Needs Assessment: Commissioner Romero referred to the presentation made by Tim Armistead at the January Commission meeting, and requested that the appropriate committee, perhaps Institutions, should be involved in this program. He asked that the committee be provided with notices of meetings of the advisory committee; a report on the selection process and composition of the advisory committee; an opportunity to discuss the program with Len Silvey; a copy of the project timetable; draft copies of project's scheduled reports for review and comment. Mr. Botka indicated that the selection of the advisory committee would be completed by February 4 and that he would provide Commissioner Romero with the information requested.

CHAIRMAN'S REPORT:

Party: Chairman Mayberry thanked all Commissioners who helped arrange the party in January, with special thanks to Commissioner Costello for hosting the party in her home, to Commissioner Basse for coordinating the food and to Commissioner Grandin for handling the invitations.

Liaisons: Chairman Mayberry announced that Commissioner Ayala will be assigned as the liaison to Network, and Commissioner Basse will be assigned as liaison to the Court-Police Committee.

Annual Report: Chairman Mayberry thanked all committee chairmen for turning in their reports. It was M/S/C to accept the annual report prepared by Chairman Mayberry. Chairman Mayberry indicated that he would like to send copies of the report to the Mayor, each member of the Board of Supervisors and any other individuals or groups the Commission wishes so they will know what the Commission is and that the Commission is following up on its evaluation report.

Committee Reports: The Commission discussed the matter of filing/accepting/approving committee reports. It was M/S/C that all reports be filed and any recommendations contained in reports be taken up separately. Chairman Mayberry stated that all committee reports where the Commission has taken no action will be on the agenda of the March meeting.

Blue Ribbon Committee: Chairman Mayberry asked Commissioner Laws to report on the meeting with the Bar Association on February 12 since he was unable to attend due to illness. Commissioner Laws indicated that discussion primarily

was around goals of the Probation Department and evaluation procedures of the Chief Juvenile Probation Officer position. Also discussed was the matter of the Commission getting its own budget. The Bar Association has had experience in this area and has offered to help plan and cost out the Commission's needs relative to staff and auxiliary services. Since the Bar Association already has a three-member committee working on the evaluation procedures for the Chief Juvenile Probation Officer, they offered to work with Commissioner Marovich and his committee.

Commissioner Marovich reported that his committee is in the data collection phase and indicated that Mr. Botka has been very helpful in providing material from surrounding counties re job descriptions and evaluation procedures. He will also be meeting with Robert McDonough of Civil Service to discuss the criteria being developed for evaluation of department heads. He is in close touch with Tom Gee of the Bar Association and will be meeting with his committee later in February.

Commissioner Grandin stated that another issue the Bar Association expressed concern about is the failure of this Commission and the Superior Court to take a stand regarding the question of placing the 601 reception center in the community. They feel the Commission should look into the matter and get hard facts on costs and logistics instead of general thoughts. Commissioner Laws stated that they suggested that Commissioners undertake an independent study by talking with current YGC staff working in the status offender cottage, youths and parents and inform the whole Commission and the Bar Association of their findings. Commissioner Wada indicated that this matter is an agenda item for the Institutions Committee's February meeting. Commissioner Romero invited interested Commissioners to join in on this project. Commissioner Costello expressed interest in participating.

COMMITTEE REPORTS:

Bylaws: Chairman Mayberry stated that all amendments to the bylaws had been adopted with the exception of Article III, Sections 6a and 6b. It was determined that Roberts Rules of Order do not apply and the Commission bylaws only require a majority vote to amend the bylaws. It was M/S/C to approve the amendment to Article III, Sections 6a and 6b. Commissioner Romero stated that this action included development of separate standing rules relative to attendance and participation. Commissioners Grandin and Laws opposed. Commissioner Caesar stated that she would proceed with preparation of copies for distribution.

Finance: Commissioner Costello gave a brief progress report. The committee will be attending the budget session with the Mayor on February 4 to discuss the reclassification of probation officer positions to senior probation officer positions, which the committee has no position on; three additional counselors for Log Cabin Ranch; and funding for the B5 program.

Mike Basten, probation officer and president of the Probation Officers Association, expressed his concern that the Finance Committee will not take a position on the matter of reclassifying probation officer positions. Mr. Basten stated in view of the fact that the Commission criticized the administration for

poor employee morale in its evaluation report, and now the administration is supporting this proposal to improve employee morale, Mr. Basten asked the Commission to be supportive also. After considerable discussion among Commissioners, Chairman Mayberry asked the Probation Services Committee to look into the matter and talk to all involved.

Institutions: Commissioner Wada reported that the committee met on January 26 and that a report of the meeting had been mailed to all Commissioners. Matters discussed in their report were:

1) Ten Cents for Every Dollar: The committee agreed to defer any decision on the matter since there are several vague issues that need clarification.

2) Child Abuse Funds: The committee recommends the Commission approve the Juvenile Court's decision not to provide direct services but to support the proposals of Legal Services for Children, Florence Crittenton and Children's Home Society. M/S/C committee's recommendation.

3) Log Cabin Vocation Program: James Licavoli, Director of Log Cabin, gave a progress report on the program.

4) B1 Program: Janet Medina and Clay Spiegel gave a progress report on the program. The committee feels the program is operated in a satisfactory way.

It was M/S/C to accept the committee's report.

Legislative: Commissioner Caesar distributed a legislative update to Commissioners. In response to the two matters referred to the committee, she will research the In Re. Jerald C. decision and discuss with Mr. Botka, and she recommends the Commission endorse SB 104.

LIAISON REPORTS:

Network: Commissioner Ayala will defer discussion of his report on the Network training session, which was mailed to all Commissioners, to the March meeting. He received a copy of How to Make Meetings Work at the training session and has donated it to the Commission's library.

TREASURERS REPORT:

Commissioner Grandin reported the balance in the Commission's account. She also reported that she had been contacted by Stuart Gordon's office regarding the bill for printing the evaluation report. Apparently this bill has not been paid yet. Mr. Botka indicated that the bill came to his desk this week with a note from Fred Whisman of the Superior Court that he did not believe it was the Superior Court's responsibility to pay this bill and was referring it to the Juvenile Court for payment.

Extension of Meeting: It was M/S/C to extend the meeting 15 minutes.

SECRETARY'S REPORT:

Commissioner Costello passed around a proposed form for recording hours of participation and asked for Commissioners' thoughts.

UNFINISHED BUSINESS:

Dependent Children: Commissioner Laws remarked on Judge Low's interest in the matter of dependent children and the CASA program and his hope that the Commission would get involved. He feels the program is good and needs support. Judge Hanlon stated that he is interested and concerned about dependent children, too. He is very satisfied with the CASA volunteers and Board and feels the training program is excellent. The Juvenile Justice Commission should be aware of this program as a commission since it touches on youth subject to court rulings. He stated that a committee of the Commission should have some contact with CASA. It was M/S/C to refer this matter to the Juvenile Court Committee for a report back on what the Commission could do to support the CASA program.

NEW BUSINESS:

A copy of Commissioner Ayala's report on the following three items was mailed to each Commissioner.

Commissioner Search Committee: It was M/S/C to establish such a committee as outlined in the report.

Timing of Executive Committee Meetings: It was M/S/C to approve the change in current procedures as outlined in the report with the following changes: The committee will meet two weeks following the Commission meeting, instead of one week; and the wording "along with minutes of the executive committee" will be deleted from the report.

Term of Youth Commissioners: Judge Hanlon indicated that he had no objection to a two-year minimum appointment for youth commissioners. It was M/S/C to approve the report's recommendation.

ADJOURNMENT:

There being no further business the meeting adjourned at 2:40 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: March 3, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740).

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MINUTES OF MARCH 3, 1983 COMMISSION MEETING

Chairman Mayberry convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Mayberry, Laws, Costello, Grandin, Ayala, Cayton, Figone, Marovich, Romero, Smith, Wada. Excused: Basse, Caesar, McGee, Webb. Staff: Hanlon, Chesney, Botka, Reynolds, Exnicios, Askins, Basten, Perino. Guests: Dr. Laura Grieneeks and Dr. Janet Shalwitz, Health Care Services; Gloria Burchard and Wendy Thompson, Court Schools; Jane Asselin, Delinquency Prevention Commission; Paul Gross.

APPROVAL OF MINUTES:

Commissioner Laws stated that the way in which the bylaws report is written in the February minutes is not her recollection of what took place; however, she approves of the results. It was M/S/C to approve the February minutes as submitted

CORRESPONDENCE:

1) 2/9/83 letter from Commissioner Caesar, Legislative Committee, to Dr. Margaret Gannon Jensen, San Bernardino County JJ/DPC regarding the Supreme Court decision In re Jerald C.
2) 2/15/83 letter from Chairman Mayberry to Mayor Feinstein forwarding the Commission's 1982 annual report.
3) 2/15/83 letters from Chairman Mayberry to each member of the Board of Supervisors forwarding the Commission's 1982 annual report.
4) Letter from Supervisor Ward acknowledging Commission's letter and annual report.
5) Invitation to annual membership and awards dinner of Friends Outside, 3/10.
6) Announcement of Sixth Annual Legislative Symposium on Care and Services for California's Young Children and their Families, 4/20.
7) February issue of "Tenderloin Times."

JUDGE'S CORNER:

Judge Hanlon announced that in accordance with the Commission's bylaws, he is extending Commissioner Mayberry's appointment to May 5, 1983. Judge Hanlon then swore in Commissioner Mayberry.

Budget Analyst Report: Judge Hanlon and Mr. Botka appeared before the Public Protection Committee of the Board of Supervisors on February 10 to discuss the budget analyst's report of November 1982. Judge Hanlon provided the committee with a description of the programs at the Youth Guidance Center and Log Cabin Ranch, and Mr. Botka addressed the budgetary recommendations of concern to the committee. At the request of Coleman Children & Youth Services, who were not able to be present at the meeting, the committee continued the meeting to March 10.

Senior Tutors Program: The formal kick-off of the senior tutors for youth in detention was held on February 10. Eighteen members of the Rossmoor Lions Club and their wives are now participating in a training program in preparation for start-up of the tutoring on March 8. The seniors are very enthusiastic about tutoring youth, and Judge Hanlon looks forward to monitoring the success of the program.

Difficult-to-Place Youth: The ad hoc committee formed by Judge Low continues to meet on a regular basis. On February 25, Judge Hanlon met with the principals of this committee (Education, Health, Social Services, Probation). The meeting was most productive with each agency presenting its position with respect to this matter and where it stands in terms of funding, services it can perform and is willing to perform, and areas of compromise. Each agency must work in conjunction with directives received from the State agencies to which they report. The State Attorney General was also present at the meeting and was most informative. It is hoped that a model program can be developed wherein housing, educational, health, out-patient and home care, and placement services can be provided to meet the needs of these children.

Judge Hanlon also attended the Inter-Agency Placement Committee meeting on March 2. This committee deals with the disturbed children who need the services mentioned and have a difficult time finding adequate placements.

Bl Program: The program appears to be working well and it will be reviewed at the March monthly meeting of the Judges and Referees. Judge Hanlon has had several opportunities to visit in Bl and is very pleased with the observations he has made.

CASA: CASA's have been assigned to cases and have appeared in court to represent the interests of the children. Their reports have been well presented and are well thought out, and the CASA's have clearly been of assistance to the Court. The governing board of CASA is forming an advisory committee to serve in an advisory capacity, recruit CASA's and look for on-going funding. Judge Hanlon indicated that Commission Laws has been asked to serve on the committee and she has accepted.

Log Cabin Ranch Committee: The committee met on March 2. The principal agenda item was consideration of counseling of youth as to substance abuse. Dr. Mimi Silbert of Delancey Street made a presentation of a program they would be willing to offer for the youth at the Ranch. They are proposing to enter into a contract with the committee for a six-month period to provide direct services to substance abusers and to provide substance-abuse related seminars, educational and vocational liaison, resources and general consultation to staff and all participants at the Ranch at a rate of $2,500 per month. The program coordinators and counselors from Delancey Street have been recommended and cleared for hiring by Dr. Silbert and will also be subject to the review and approval of the Director of Log Cabin Ranch. Delancey Street will not contact youth after they leave Log Cabin. Judge Hanlon indicated that he would provide a copy of the proposal, which outlines the program goals and services, to each Commissioner.

Superior Court: The Judges of the Superior Court met on February 28 and approved in principal for one year the MCJC proposed central reception center in the community for status offenders. They still have some questions; namely, the source of funding and the amount as well as the contracting agency. The Superior Court will maintain its responsibility under law and will follow the Welfare and Institutions Code and the Civil Code regarding status offenders. As soon as the Mayor approves funding, the Probation Department will develop and send out an RFP to community agencies.

Training: The Family & Children's Services Division of DSS is conducting a training program for all judicial personnel at the Juvenile Court as well as for some attorneys. The first of the six consecutive weekly sessions was held March 1; and the topic, vulnerability of very young infants and toddlers and their relationship to judicial decisions, was very interesting. Judge Hanlon believes that the training will be very beneficial and has asked that the remaining sessions be taped for use as training materials for other staff.

CHIEF PROBATION OFFICER'S REPORT:

Status Offenders: Mr. Botka reported that as a result of the decision of the Superior Court to approve a central reception center in the community for status offenders, he and his staff are developing an RFP to send to community agencies.

Log Cabin Ranch: An emergency situation develped at Log Cabin Ranch when recent storms caused severe damage to the Ranch's water system. A tree fell on the pump, completely destroying it, and left the Ranch without water. The Mayor declared the situation an emergency, and immediate assistance and outstanding cooperation was provided by the Mayor's Emergency Services Division in trucking in water in order to keep the Ranch open. A temporary system is in place now, but a permanent solution is being worked on.

Chairman Mayberry asked Commissioner Costello to prepare a letter of appreciation to the Mayor for her assistance in this matter.

Probation Officers: The probation officer classifications are being reviewed with the hope that some of them can be reclassified to senior positions. The Probation Services Committee met with Mr. Botka and members of the Probation Officers Association to discuss the issue, and the Probation Officers Association is also negotiating with the City.

Counselors: Negotiations are underway between the union and the City to see if counselors who have been employed with the City on a temporary basis for five or more years can become permanent. Meanwhile, individuals on the counselor list will be appointed to positions on a permanent basis. Mayor Feinstein is setting aside $2 million so the City employees displaced by individuals on a list can be continued to be employed in their department or placed elsewhere in the City.

Placement: The Probation Department is renewing its agreement with San Mateo County to use Camp Glenwood as a placement resource for wards of the court.

B4: The contractor has completed his work in renovating B4, but the fire marshal will not approve the cottage for use until a lighted exit sign is installed above the door. When the contract went out for bid, the fire code did not require this sign. Arrangements are bing made with the Department of Public Works to get the sign installed. Meanwhile, Juvenile Hall will continue to be slightly overcrowded.

General Hospital: There is a problem when youth are transported to General Hospital for treatment. The Sheriff's Department, which maintains Ward 7D for adult offenders, is reluctant to accept custody of juvenile offenders and there is no way of separating juveniles from adults. Mr. Botka and staff will be meeting with the Sheriff's Department later in the day to resolve the problem.

Budget: The budget has not been reviewed by the Mayor yet. Mr. Botka has continued to work with the budget analysts, and it has been agreed to increase the staff at Log Cabin Ranch and in B5 by three counselors.

COMMITTEE REPORTS:

Institutions: The report of the Institutions Committee meeting of February 28 is in the Commissioners' folders. Commissioner Wada stated that the incident of alleged sexual abuse in B1 was discussed and the committee has four recommendations for the Commission's consideration and adoption for presentation to the Supervising Judge of the Juvenile Court and the Chief Probation Officer. After much discussion, it was M/S/C to adopt the recommendations with an amendment to the first recommendation that written notice of an incident be given to the Supervising Judge of the Juvenile Court and the Chairman of the Juvenile Justice Commission.

Legislative: Commissioner Ayala indicated that there was a report in the Commissioners' folders. Also, Commissioner Caesar has responded to San Bernardino County JJ/DPC regarding the In Re Jerald C. matter.

Juvenile Court: Commissioner Figone stated that he has not been able to meet with Grace Hing of CASA yet but hopes to hold a meeting prior to the April Commission meeting.

Finance: It was M/S/C to accept the annual committee report of the Finance Committee.

Probation Services: It was M/S/C to accept the annual committee report of the Probation Services Committee.

LIAISON REPORTS:

DPC/DPCC: Commissioner Romero asked Delinquency Prevention Commissioner Jane Asselin to give the report. Ms. Asselin reported that their Commission is happy that plans for a central intake center for status offenders in the community

are now underway. She stated that the Delinquency Prevention Commission has established goals and objectives for the coming year and is busy implementing them. Stuart Patt, President of the Delinquency Prevention Commission, appeared on Channel 2's "All the People" recently to discuss child abuse.

The DPCC will meet on April 7 at Andrew Jackson School. The council is working on strengthening its membership and contacts.

Health Care Services: Commissioner Smith reported that Dr. Peters attended last month's medical advisory committee meeting and stated that the Department of Public Health is committed to funding the hours for the medical director at YGC that are not covered by the Johnson Foundation grant.

Evaluation/Goals: Commissioner Marovich reported that he met with the Judges and the subcommittee of the Bar Association on February 16. After reviewing all materials and information they had gathered, it was determined that Mr. Botka should draft a job description for the Chief Probation Officer using the material received from other counties and the current description being used by the Civil Service Commission. After reviewing the performance evaluation tool currently used by Civil Service for management employees, it appears that it is geared toward management and should be effective. The committee will look at it closer in terms of implementing its use at the Juvenile Court by Civil Service. The committee will meet again after Mr. Botka has submitted the draft of his job description, which should be in approximately a month's time.

TREASURER'S REPORT:

Commissioner Grandin reported on the balance in the Commission's account. She stated that Judge Hanlon signed an order on March 2 that the Superior Court will pay the balance due on the cost of printing the Commission's evaluation report last year.

NEW BUSINESS:

Ad Hoc Committee/Probation Officers: Commissioner Grandin reported that the committee met with Don Molinari and Monte Mansir of Civil Service, Mr. Botka and members of the Probation Officers Association on February 25. It was a very informative and productive meeting. A written report will be distributed to all Commissioners.

Nominating Committee: Chairman Mayberry opened nominations for a four-member nominating committee. Nominated were Commissioners Ayala, Basse, Cayton, Figone, Laws, Marovich and Romero. Commissioner Romero withdrew his name. A written ballot vote was conducted, and the following Commissioners were elected: Commissioners Basse, Cayton, Figone and Marovich. Chairman Mayberry appointed Commissioner Cayton the chairman of the committee.

Status Offenders: Commissioner Figone inquired about whether there would be an advisory committee in conjunction with the program to maintain a central intake center for status offenders in the community. Judge Hanlon suggested that it might be appropriate for the Juvenile Justice Commission to establish an ad hoc committee for this purpose. Commissioners Figone, Costello, Ayala, Cayton and Marovich expressed interest in serving on the committee. Chairman Mayberry asked Commissioner Figone to serve as chairman of the committee.

ADJOURNMENT:

It was M/S/C to adjourn the meeting to Executive Session at 2:05 p.m.

Respectfully submitted,

Patricia F. Costello Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: April 7, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740).

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MINUTES OF APRIL 7,1983 COMMISSION MEETING

CALL TO ORDER:

Chairman Mayberry convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Mayberry, Laws, Costello, Grandin, Ayala, Basse, Cayton, Figone, Marovich, Romero, Smith, Wada, Webb. Absent: McGee. Staff: Hanlon, Chesney, Botka, Reynolds, Exnicios. Guests: Gloria Burchard, Court Schools; Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Janet Asselin, Delinquency Prevention Commission; Pete Semiraro, Youth Advocacy Project.

APPROVAL OF MINUTES:

It was M/S/C to approve the March minutes as submitted.

CORRESPONDENCE:

1) 2/23/83 letter from Supervisor Renne thanking Commission for annual report.
2) 2/23/83 notice from the Youth Authority of proposed regulatory action to amend Sections 4309 and 4274 of Title 15, Division 4, Chapter 2, Subchapter 3 of the California Administrative Code.
3) 3/1/83 letter and annual report from the California State Advisory Group on Juvenile Justice and Delinquency Prevention.
4) 3/4/83 letter from the Youth Advocacy Project re the central receiving facility for status offenders.
5) 3/7/83 letter from Commission to Mayor Feinstein thanking her for declaring an emergency at Log Cabin Ranch.
6) 3/18/83 letter and enclosures from Judge Alfred Lord, San Diego, re Vision Quest program and information on contracting with private agencies for operation of juvenile camps and institutions.
7) 3/21/83 letter from the Youth Authority re administrative expense applications for delinquency prevention commissions.
8) 3/23/83 letter from the Commission to Dr. Richard Caesar expressing sympathy at the death of his wife, Lois.
9) 3/28/83 letter with complimentary copy of 300 Families in San Francisco from Coleman Children and Youth Services.
10) 3/25/83 letter with enclosure from Arlene Sauser re CPPCA conference at San Francisco Airport Hilton, May 25-27.
11) 4/5/83 letter from Tom Spillane re lease of Hidden Valley Ranch.
12) Invitation to the Sixth Annual Conference: Network of Services for Families, Children and Youth in San Francisco, 4/14/83, Hall of Flowers.
13) Invitation to grand opening and dedication of Performing Arts Garage, 4/15/83.

14) February-March newsletter of Friends Outside.
15) ACTION newsletter.
16) Brochure and order form for 300 Families in San Francisco.

GUEST SPEAKER:

Chairman Mayberry introduced Gloria Burchard, Principal of the Court Schools.

Ms. Burchard stated that her primary goal is to redefine the role of the Court School to meet current needs. She has met with Judge Hanlon as well as with administrators and supervisors in the Probation Department to discuss their views on the educational needs of the youth referred to the Juvenile Court. Currently, her staff is doing an assessment of how they can best serve the youth. Since the ages, abilities and academic levels of the youth vary so much, the Court School cannot realistically serve as a middle and/or high school. Ms. Burchard would recommend that the Court School serve as a diagnostic learning center wherein youth can be assessed, evaluated and tested and then placed in the educational setting most suited to their needs.

There will be 11 weeks of summer school in Juvenile Hall and at Log Cabin Ranch, and students will earn about a semester of credit.

The Senior Tutors for Youth in Detention program is working out very well. Both seniors and youth look forward to the weekly sessions in Bl.

All of the youth at Log Cabin have been tested by the learning specialist, and Ms. Burchard will provide some statistics later on youth with learning disabilities. In addition, 80% of the educational needs for the Ranch as outlined in a memo last year have been accomplished.

Ms. Burchard feels that this has been a good year and appreciates the cooperation she has received from Superintendent Alioto, Judge Low, Judge Hanlon, Mr. Botka, Mf. Foote and Mr. Licavoli. She would like the continuing support of the Commission and welcomes any ideas.

Ms. Burchard distributed several informational sheets on the Court School to the Commissioners for their review.

JUDGE'S CORNER:

Lois Caesar: Judge Hanlon remarked on the beautiful memorial service held for Lois Caesar and was glad to have had the opportunity to be part of it. He suggested that as a memorial to Lois, the chapel at the Youth Guidance Center be named the Lois Caesar Memorial Chapel.

Secretary: Judge Hanlon introduced Nicole Mayrbaurl, who will be taking over the duties of the recording secretary to the Commission and serving as the Judge's secretary.

B1 Program: Judge Hanlon is extremely pleased with the B1 program and feels that the individual attention and assessment of each youth is beginning to pay off. However, he is concerned that the program lacks drug counseling. Many of the youth have experienced with drugs or use them on a regular basis. As a start toward a drug counseling component, Judge Hanlon announced that the Drug Abuse Unit at Marshal Hale Hospital has offered to evaluate these youth at no cost. The Judge asked the Commission to become involved in establishing a drug counseling program.

B5 Program: Judge Hanlon stated that the B5 program is doing well, especislly with the additional staff funded by grant monies. The number of incidents has decreased considerably, and there is much more individual attention given to the youth.

Overcrowding: Judge Hanlon indicated chat there has been a problem of overcrowding in Juvenile Hall lately but hopes this situation will be alleviated now that B4 has reopened.

Log Cabin Ranch: Judge Hanlon reported on the basketball game he had arranged between the youth at Log Cabin and the men on the Coral Sea on March 15. Log Cabin lost by 12 points, but the youth played very hard. Following the game, the youth were served dinner and provided with a tour of the ship. Judge Hanlon commented that the role modeling and contact with the sailors was an invaluable experience for the youth.

Judge Hanlon attended the annual "gong show" at Log Cabin recently and had a very enjoyable evening. Quite a few parents also attended, and the Judge is interested in establishing a parents support group. It is very important that parents understand the program at the Ranch so they can be supportive of their children during their commitment at the Ranch as well as effect a smooth transition upon their return. The Golden Gate Breakfast Club's Log Cabin Ranch Committee is planning a picnic in the near future to assist in getting a parents support group underway. The Judge would like the Commission's commitment to getting a support group established.

Judge Hanlon announced that the softball season is starting, and he hopes to be able to attend some of the games between Log Cabin and other ranches. He invited Commissioners to join him.

Health Care Services: Judge Hanlon received a letter from the San Francisco Black Health Council expressing concern that there are no Black psychologists or psychiatrists on staff at the Youth Guidance Center and asking for a meeting to discuss this problem. Judge Hanlon feels this is a point well taken and will look into it.

Status Offender Facility: Judge Hanlon wrote a letter to Mayor Feinstein requesting that $210,000 be allocated for the status offender facility in the community. The Judge and Mr. Botka will be meeting with the Mayor next week to discuss this matter.

Homeless Youth: The San Francisco Partnership Ministry has proposed

the establishment of a youth hostel for homeless youth in San Francisco. Three church basements would be made available on a rotating basis to provide shelter for youth between 10 p.m. and 8 a.m. The Juvenile Court and the Mayor's Criminal Justice Council have discussed this concept, but have concerns about legal issues involved as well as funding.

Christopher T. Case: It has been a year since this law suit was filed, and the plaintiffs are pressing for a resolution. Judge Hanlon has been meeting regularly with individuals/agencies involved and has called a meeting of the principals to see if something can be worked out.

Legislation: Judge Hanlon is concerned about proposed legislation which would take away the discretion of the Juvenile Court and the probation officer. Currently, there are two bills pending to put juries in the Juvenile Court. While the Judge believes in the jury system, he does not believe it belongs in the Juvenile Court.

CHIEF PROBATION OFFICERS'S REPORT:

Child Abuse: Mr. Botka distributed copies of the department's policy on reporting child abuse, which has incorporated the recommendations of the Institutions Committee. Several Commissioners were concerned that some clarification is needed; namely, that the Police Department will be the sole investigating agency, that a copy of the report form should be attached to the policy, and that the applicable section of the California Penal Code should be attached to or part of the policy statement. Mr. Botka indicated that he would prepare an amended policy statement.

Statistics: Juvenile Hall's population has been very high this past month and some overcrowding has occurred. This is due partly to an increase in admissions experienced at this time of the year normally and the longer term detention for those in the program in B1. The overcrowded situation should end about mid May. In addition, the Court will be looking into attorneys' requests to delay hearings as this may be a factor in overcrowding.

Safety Net: A "safety net" has been developed by the unions and the Mayor to maintain temporary employees who have been on the job for six months as of January 1, 1983, and who have taken Civil Service exams but failed to pass high enough to be hired into a permanent position. This safety net situation will last to the end of 1984. Juvenile Hall counseling staff are directly affected, and there will be a number of extra staff who will be staying on in a lower classification at less pay and with lesser responsibilities than permanent counseling staff. It is anticipated that this condition will be eliminated by the end of 1983 through attrition.

Log Cabin Ranch: The water system, which suffered considerable damage during the winter storms, is still utilizing fire hoses instead of pipes. It is estimated that this make-shift system will be in effect for another three to six months. A claim for $60,000 has been submitted for federal disaster relief assistance.

Transportation: A meeting was held with the Sheriff's Department

to discuss the transporting of youth within San Francisco General Hospital. It was determined that the Probation Department (Juvenile Hall) will handle this responsibility.

Affirmative Action: Commissioner Romero inquired about the department's policy to increase the number of Hispanic employees. Mr. Reynolds stated that hirings from the recent Juvenile Hall counseling exams has resulted in not only meeting but surpassing affirmative action goals. He also indicated that in addition to the increase in Hispanic employees, there are more Hispanics in higher positions. Mr. Botka pointed out that Civil Service carefully monitors the affirmative action of the department. Commissioner Romero asked for a report showing the numbers involved.

CHAIRMAN'S REPORT:

Picnic: Commissioner Costello spoke about a proposed May picnic at Log Cabin Ranch to honor all judges who have served at the Juvenile Court as well as the individuals/corporations in the private sector who have contributed money to the Ranch's vocational program. The Mayor and the members of the Board of Supervisors would also be invited. Chairman Mayberry indicated that due to the storm damage, Mr. Licavoli has requested that the picnic be held somewhat later so the roads and grounds could be cleaned up. After some discussion, it was decided that more time would be needed to plan the picnic and give sufficient notice to invitees.

Chairman Mayberry asked Commissioner Costello to chair a committee to plan the picnic. Commissioner Grandin indicated that she would like to serve on the committee.

Extension of Meeting: It was M/S/C to extend the meeting to 2:45 p.m.

Homeless Youth: Chairman Mayberry stated that he received a letter from Stuart Patt advising that the Delinquency Prevention Commission voted to support the proposed emergency shelter program for homeless youth and urging the Juvenile Justice Commission's support and assistance in establishing a permanent shelter site. Chairman Mayberry indicated that Commissioners will receive informational material on this proposal, which will be placed on the May meeting agenda for discussion.

Lois Caesar: Chairman Mayberry indicated that in response to his request for suggestions for a memorial to Lois Caesar, Commissioner Webb proposed naming the Commission's meeting room (Airplane Room) the Lois Caesar Memorial Room. Following Judge Hanlon's earlier suggestion, it was M/S/C to name the chapel the Lois Towles Caesar Memorial Chapel and to have a bronze plaque made to so designate it. It was also M/S/C to have a formal dedication of the chapel prior to a Commission meeting and to invite Dr. Caesar and Lois' sisters and brothers. Chairman Mayberry asked Commissioner Cayton to organize the event and look into the price of a plaque.

Status Offender Advisory Committee: Commissioner Figone reported that he

attended the first advisory committee (Probation Department) meeting on the status offender facility in the community. The shelter will primarily serve San Francisco youth and contain six beds. A major concern is the source of funding and this is still being looked into. Commissioner Figone will provide the Commission with progress reports on a regular basis. Mr. Botka stated that Commissioners will receive a copy of the request for proposals as soon as it is completed.

Juvenile Court: Commissioner Figone reported that he and Commissioner Basse met with Grace Hing, Director of CASA. Ms. Hing, who seems to really enjoy her work, indicated that the purpose of the program is to make sure that dependent children being placed by the Court are done so with safety, permanence and sensitivity. Volunteers receive in-service training prior to being assigned cases. Currently, there are 35 volunteers with a goal to have 60 volunteers by July. Commissioner Figone indicated that a very informative report has been prepared and he will see about getting a copy for each Commissioner.

Probation Services: Commissioner Grandin referred to her report that had been mailed to Commissioners. She pointed out that wherever the classification number 8414 appeared, it should be changed to 8440. Commissioner Laws indicated that some clarification was needed in a couple parts of the report. An amended report will be prepared and sent to Commissioners prior to the May meeting.

Evaluation/Goals: Commissioner Marovich reported that his committee is working with the Bar Association and that he should have a report at the next Commission meeting.

LIAISON REPORTS:

Network: Commissioner Ayala reported that he had just received word of a proposed bill, AB 1071, concerning the restructuring of all local juvenile justice and delinquency prevention commissions into regional commissions. He will check into this and provide the Commission with information so that a formal position can be taken.

DPC: Commissioner Romero reported that the current DPC officers were elected to serve another term. They are President, Stuart Patt; Vice President/Coordination, Wallace Levin; Vice President/Advocacy, Georgette Elizalde; Secretary/Treasurer, Elizabeth Youhn.

The DPC is a co-sponsor of the annual conference on network service for families, children and youth being held on April 14 at the Hall of Flowers. It should be a very informative and interesting conference, and Judge Hanlon will be one of the speakers.

Commissioner Romero stated that Jane Asselin is the formal liaison from the DPC to the Juvenile Justice Commission and that he is serving as the Juvenile Justice Commission's liaison to the DPC. He indicated that any other Commissioner interested in serving as the liaison to the DPC should let him know.

TREASURER'S REPORT:

Commissioner Grandin reported on the balance in the Commission's account.

SECRETARY'S REPORT:

Commissioner Costello indicated that she has circulated a roster for Commissioners to note the correct listing of their names on the stationery and whether they would like the Commission meeting date to appear on the stationery.

UNFINISHED BUSINESS:

Nominating Committee: Commissioner Cayton presented the following slate of officers: Chairman, Commissioner Laws; Vice Chairman, Commissioner Grandin; Secretary, Commissioner Costello; Treasurer, Commissioner Romero; Executive Committee Member-at-Large, Commissioner Marovich. It was M/S/C to adopt the slate of officers as presented.

NEW BUSINESS:

CPPCA Conference: Commissioner Laws circulated the program of the CPPCA conference, which will be held in San Francisco this year. Although the conference is May 25-27, May 26 has programs specifically for JJ/DP commissioners. Commissioner Grandin indicated that she would not be able to attend, but would be interested in acquiring tapes of specific programs.

Proclamation: Commissioner Costello read the following proclamation:

WHEREAS, Lois Towles Caesar has contributed unstintingly of her abilities, time and thought to the work of the San Francisco Juvenile Court; and

WHEREAS, She has carefully monitored the activities of Juvenile Hall and Log Cabin Ranch to determine the quality of care for juveniles housed therein; and

WHEREAS, The aim of the juvenile justice system is to rehabilitate youth for a successful life in the community; and

WHEREAS, She has made an outstanding contribution to the well-being of San Francisco youth; and

WHEREAS, Her outstanding record of accomplishment in this field of interest represents the highest order of good citizenship and love of community; now, therefore, be it

RESOLVED, That the members of the San Francisco Juvenile Justice Commission respectfully adjourn the April meeting of the Juvenile Justice Commission in memory of Lois Towles Caesar and transmit a copy of this resolution to Dr. Richard Caesar.

It was M/S/C to adopt the proclamation and to frame it and place it in the chapel.

ADJOURNMENT:

After a minute of silence, the meeting was adjourned to Executive Session at 2:50 p.m. in memory of Lois Towles Caesar.

Respectfully submitted,

Patricia F. Costello, Secretary
JUVENILE JUSTICE COMMISSION

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: May 5, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Mr. Botka's secretary by telephone (731-5740).

JUVENILE JUSTICE COMMISSION

May 5, 1983

The minutes for this meeting are missing

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JUVENILE JUSTICE COMMISSION
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JUNE 2, 1983 MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MAY MINUTES

4. COMMUNICATIONS

5. GUEST SPEAKER - Mr. Don Benz

6. JUDGE'S CORNER

7. CHIEF PROBATION OFFICER'S REPORT

8. CHAIRMAN'S REPORT

9. COMMITTEE REPORTS
   - Executive
   - Finance
   - Institutions
   - Juvenile Court
   - Probation Services

10. LIAISON REPORTS
    - DPC
    - DPCC
    - Health Care Services
    - Network

11. TREASURER'S REPORT

12. SECRETARY'S REPORT

13. UNFINISHED BUSINESS
    - AB1071 Resolution - Commissioner Romero
    - Goals and Evaluation Report - Commissioner Marovich
    - Picnic Plans - Commissioner Costello
    - Caesar Memorial - Commissioner Cayton
    - Child Abuse Memo - Commissioner Romero

14. NEW BUSINESS
    - Workshop Date
    - Different Hours for Meetings

15. ADJOURNMENT

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MINUTES OF JUNE 2, 1983 COMMISSION MEETING

Chairman Laws convened the meeting at 12:30 p.m.

ROLL CALL:

Present: Laws, Grandin, Costello, Romero, Basse, Cayton, Figone, Gilbert, Kelleher, Marovich, McGee, Smith, Wada. Excused: Ayala, Webb. Staff: Hanlon, Chesney, Botka, Reynolds, Benz, Askins. Guests: Mary Mehir, Volunteer Auxiliary; Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Claire Zvanski, Delinquency Prevention Commission; Ray Balberon, Real Alternatives Program.

APPROVAL OF MINUTES:

It was M/S/C to approve the May minutes as submitted.

CORRESPONDENCE:

1) 5/3/83 letter from Ronald Hayes, Chief of Division of Field Services, Youth Authority, re overcrowded conditions in Juvenile Hall.

2) 5/5/83 letter from Al Howenstein, Jr., Chairman of the State Juvenile Justice and Delinquency Prevention Commission, forwarding a digest of funded projects for 1977-83 on delinquency prevention programs.

3) 5/6/83 letter from Chairman Laws to Paula Lancaster, A.C.T.I.O.N Legislative Chairman, forwarding letters from Commissioners Mayberry, Laws, Webb and Costello in opposition to AB 1071.

4) 5/18/83 letter from Assemblyman Art Agnos re AB 1071, indicating that he will keep the views of the Commission in mind regarding opposition to the bill.

5) 5/24/83 letter from Margaret Brodkin, Executive Director of Coleman Children and Youth Services, expressing strong support for the effort to get an independent professional staff for the Commission and offering assistance to further these efforts.

6) 5/25/83 letter from Paul Gross re sexual abuse case at YGC, requesting that the Commission pursue the issue and develop powerful and definable guidelines to protect youth from future abuse.

7) Card from Madeleine Rougley thanking Commission for their proclamation.

8) Invitation from Mayor Feinstein, Supervisor Melder and Board of Directors of Family Service Agency of San Francisco to join in "Operation Home Run", a benefit softball game to prevent the abuse of children and the elderly, 6/26.

9) Announcement of conference "Young People and Drugs" sponsored by the Adolescent Team of S.F. Department of Public Health and Community Substance Abuse Services of the S.F. Department of Public Health, 6/1/83.

10) Announcement of a "Conference on Child Sexual Abuse" sponsored by the Office of Criminal Justice Planning in cooperation with the State Department of Social Services' Office of Child Abuse Prevention, 6/20-22 Sacramento and 6/21-83 Los Angeles.

11) Announcement of workshops on impact,approaches and alternatives re Juvenile Hall overcrowding, sponsored by the Chief Probation Officers of California, Detention Administrators Association and the California Youth Authority, various locations during July and August.

12) Announcement of seminar "Child Sexual Abuse" sponsored by the Forensic Mental Health Associates, 10/13-14, as well as a form to order books on a variety of subjects.

14) March-April issue of "Directions".

15) Offer from Youth Network Council of Chicago to order their community advocacy manual and to subscribe to their news journal.

16) April 15 issue of "Update".

16) May issue of "Tenderloin Times".

Judge Manlon pointed out the following in regard to Item 6 of the correspondence: 1) The letter refers to a judicial decision of the Court that is subject to review and therefore is not an administrative matter for which the Commission would have concern. 2) Regarding the responsibility between the Court and the Commission in paragraph four, it is important to distinguish when the Court is acting as a court, which is subject to judicial review by the Court of Appeal in the Supreme Court, and when the Supervising Judge is acting as administrator. 3) Also in reference to paragraph four, call to mind the reminder made last month regarding confidentiality.

GUEST SPEAKER:

Chairman Laws welcomed Don Benz, Senior Supervising Probation Officer.

Mr. Benz provided the Commission with an overview of the Management by Objectives (MBO) program of the City and County of San Francisco. He then reviewed the specific MBO program for the Juvenile Court department and answered Commissioners' questions regarding the goals and objectives of the department outlined in the material distributed to them.

Commissioner Costello expressed an interest in having the division heads in the department come to future Commission meetings to discuss the MBO program as it relates to their specific divisions.

Commissioner Grandin noted that under the trainign requirements for staff, that new staff that has been hired, works with the detainees for a long period of time without any of the required training.

Commissioner Pigone indicated that he would like Mr. Benz to return at some other date to discuss the Boys Republic program, which Mr. Benz feels is one of the best private placement resources in the State.

Chairman Laws thanked Mr. Benz for his presentation and asked the committees to keep the appropriate divisions' MBO program before them for possible review later this year.

JUDGES' CORNER:

Judge Manlon discussed the following:

Overcrowding: A long-term plan is being formulated to cure overcrowding in Juvenile Hall. There will be a meeting with the Youth Authority on June 21.

Log Cabin Ranch: Delancey Street's drug program is in place and under way. The S.F. Committee for Log Cabin Ranch will be meeting on June 2.

Status Offenders: The advisory committee will be meeting on June 7 to finalize the RFP for the community based status offender facility.

Black Health Counseling: A meeting has been scheduled at the request of this group to hear their concerns about the lack of Black professionals in the YCC Health Care Services.

Stay-in-School: Mr. Figone has scheduled a year-end meeting to review the program and statistics for the past school year on June 15.

Budget: The Juvenile Court's budget will be reviewed at the Finance Committee of the Board of Supervisors on June 23.

Community Service: A meeting was held on May 16 with community service providers to discuss policy and problems of on-site supervision. The program has had some difficulties due to bad weather this past winter and spring.

Truancy: Due to overcrowding problems in Juvenile Hall, weekend commitments have been modified to four-hour study halls on Saturdays. Youth bring their own homework or are provided with work supplied by the school department.

Christopher T.: Some problems have arisen since last reporting that a settlement was close at hand. A plan is being drawn up based on existing funding as it appears that there will be no financial assistance from the State.

CHIEF PROBATION OFFICER'S REPORT:

Staff Meeting: There will be a general departmental staff meeting on June 10 at 3 p.m. in the Chapel. Commissioners are invited to attend.

Stay-in-school: Mr. Botka commended Mr. Figone on this fine program and indicated that it has strengthened the relationship between the Probation Department and the Unified School District.

Fishing Program: Mr. Botka suggested that the Commission might like to have members of the Probation Officers' fishing program be guest speakers at a future Commission meeting.

CYA Award: Mr. Botka accepted the recognition award for the SS program from the Youth Authority at the CPCA conference on May 26.

Status Offenders: The $111,000 supplemental appropriation submitted to the Mayor's Office for funding the community facility may not be acted on before the end of July. A revision to the RFP calls for 1.5 probation officers to handle the intake function.

Overcrowding: Juvenile Hall is not overcrowded at this time, and there are actually some extra beds. Cutting back commitments to CYA and modifying weekend commitments to study halls has helped alleviate the overcrowding problem.

Log Cabin Ranch: The development of the vocational program has brought about a substantial increase in the number of graduates employed in various apprenticeships and jobs. This year there are 13 youth employed whereas in previous years there were only two or three securing jobs.

Travel: Commissioners' presence at the Finance Committee meeting of the Board of Supervisors on June 11 would be welcome.

CHAIRMAN'S REPORT:

CYA Award: Chairman Laws congratulated Mr. Botka and his department on the award received from the Youth Authority for the outstanding program in SS.

Executive Committee: From now on the agenda of the Executive Committee meetings will be sent to Commissioners for their information. The next Executive Committee meeting will be June 11, 9 a.m., main conference room. All Commissioners are welcome.

Participation Slips: May and June report slips are in folders. It might be easier to jot down hours of participation as they are accumulated during the month rather than try to remember activities a month later.

Committee Assignments: Chairman Laws announced new committee assignments and distributed a copy of assignments to each Commissioner.

Workshop: The annual workshop will be held on July 21 from 8 to 5 p.m. A notice regarding location and other details will be mailed out. Chairman Laws attended a very successful workshop at the CPCA conference wherein an outside facilitator was utilized. She is looking into using a facilitator for the Commission's workshop.

COMMITTEE REPORTS:

Finance: Commissioner Costello asked all Commissioners who plan to attend the Board of Supervisors Finance Committee meeting on the

Juvenile Court budget to contact her. Commissioner Basse reported that she and Commissioner Wada met with Mr. Botka and Mr. Spillane to review the 1983-84 budget.

LIAISON REPORTS:

DPCC: Commissioner Romero reported on the DPCC meeting held earlier this date. Eunice Elton, Director of the Mayor's Employment & Training Office, gave a report on summer employment for youth.

The homeless youth project has raised $126,000 of private money and would like to go ahead with a six months' pilot program. In order for the City to become involved, the Juvenile Court or the Department of Social Services will be required to be the conduit for funding. The City Attorney has indicated that the homeless youth can be classified as "300(b)'s".

Health Care Services: Commissioner Smith reported that the Johnson Foundation made an on-site inspection to see how their money was being spent. Dr. Grieneeks stated that the task force was very pleased with the total program and gave them a number of suggestions on how to broaden their base.

Network: Commissioner Kelleher attended the Network meeting at the CPPCA conference and indicated that it was very interesting to see how the various commissions throughout the state are networking together.

TREASURER'S REPORT:

Commissioner Romero reported on the balance in the Commission's account.

UNFINISHED BUSINESS:

AB 1071: It was M/S/C to adopt the following resolution:

"WHEREAS, County juvenile justice commissions and delinquency prevention commissions have been singularly effective in monitoring and improving local juvenile courts and juvenile probation departments throughout California; and

"WHEREAS, The unique nature of juvenile problems in each county are best addressed by local citizens who have roots in the community; and

"WHEREAS, The needs of youth and the operation of juvenile justice systems are different in each county and are best handled by a local body with flexibility to meet unexpected and singular developments; now, therefore, be it

"RESOLVED, That Juvenile Justice Commission of the City and County of San Francisco unanimously opposes the position of Assembly Bill 1071,

which would eliminate county juvenile justice commissions and delinquency prevention commissions in favor of regional bodies; and be it

"FURTHER RESOLVED, That this resolution be communicated to the Governor of California and to appropriate members of the State Legislature.

"(signed) Chairman, Juvenile Justice Commission"

Goals and Evaluation Report: Commissioner Marovich reported that he has received a revised draft of the chief probation officer's job description from Tom Gee of the Bar Association. He is distributing a copy of the draft to his committee members for review.

Picnic: Commissioner Costello reported that plans for the picnic at Log Cabin Ranch are moving along. A committee meeting was held on May 17. There has been excellent cooperation from Mr. Botka and Mr. Licavoli, and Mr. Licavoli has assigned a staff person to work with the committee.

Caesar Memorial: Commissioner Cayton reported that a redwood plaque will be made instead of a brass one and that students at Log Cabin Ranch will be doing the carving of the inscription. Commissioner Cayton asked if the Commission would like to make the presentation at 11:30 a.m. on July 7, the next Commission meeting. Judge Hanlon suggested that Commissioners Cayton and Laws meet with him to plan the program for the presentation.

Child Abuse Memo: Commissioner Romero reported that there was a meeting with Captain Gray of the Juvenile Bureau to discuss the investigation of reports of child abuse so that the probation department investigation will be coordinated with the police investigation.

Another area of discussion concerned unfounded reports of child abuse. In such cases the matter will be referred to the district attorney for consideration of prosecution for filing a false police report.

Extension of Meeting: It was M/S/C to extend the meeting ten minutes.

NEW BUSINESS:

Network Conference on Services for Families, Children & Youth:

Commissioner Costello reported that an outcome of the conference was that there is a need to establish some coordinated system of services to the youth of San Francisco. Several concepts have been suggested, and conference participants will be voting on these concepts at a meeting on June 22. Commissioner Costello will be voting in her capacity as a Network conference

participant. After discussion among Commissioners, it was M/S/C to defer the Commission's position until study and analysis of the concepts proposed.

ADJOURNMENT:

The meeting adjourned to Executive Session at 2:35 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
Juvenile Justice Commission

Nicole Mayrbaurl
Recording Secretary

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

JULY 7, 1983 MEETING AGENDA [Notice]

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1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF JUNE MINUTES
4. COMMUNICATIONS
5. JUDGE'S CORNER
6. ROTEA GILFORD - Mayor's Blue Ribbon Committee
7. CHIEF PROBATION OFFICER'S REPORT
8. SPECIAL REPORT - Ben Okada - MBO Training
9. CHAIRMAN'S REPORT
10. COMMITTEE REPORTS
    - Finance
    - Institutions
    - Juvenile Court
    - Legislative
    - Probation Services
11. LIAISON REPORTS
    - DFC
    - DPCC
    - Health Care Services
    - Network
12. TREASURER'S REPORT
13. SECRETARY'S REPORT
14. UNFINISHED BUSINESS
    - Workshop
    - Picnic arrangements - Commissioner Costello
    - Network conference - Commissioner Costello
    - Caesar Memorial - Oct. 6 - Commissioner Cayton
15. NEW BUSINESS
16. ADJOURNMENT

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MINUTES OF JULY 7, 1983 COMMISSION MEETING

ROLL CALL:

Present: Laws, Grandin, Costello, Romero, Ayala, Basse, Cayton, Figone, Gilbert, Kelleher, Marovich, McGee, Smith Wada. Absent: Webb. Judges: Hanlon, Chesney. Staff: Botka, Okada, Reynolds, Exnicios. Guests: Dr. Laura Grieneeks, YGC Health Care Services; Barbara Asinelli, YGC Medical; Marilyn Borovoy, Rotea Gilford and Steve La Plante, Mayor's Criminal Justice Council; Mary C. Hehir, Volunteer Auxiliary.

APPROVAL OF MINUTES:

It was M/S/C to approve the June minutes as submitted.

CORRESPONDENCE:

1) 5/23/83 letter from the Office of Criminal Justice Planning re request for proposals for 1983 Juvenile Justice and Delinquency Prevention formula grant funds.

2) 5/25/83 letter from State Department of Social Services providing information re AB 2994.

3) 6/3/83 and 6/21/83 memos from the Board of Supervisors re Charter amendments relating to 1) officers' compensated advocacy before city and county boards and commissions and 2) budget and fiscal administration.

4) 6/14/83 letter from the Commission to Paul Gross responding to his letter of 5/25/83 and thanking him for continued interest in the youth and programs at YGC.

5) 6/14/83 letter from the Commission to Margaret Brodkin, Coleman Children and Youth Services, thanking Coleman for their letter of support for staff.

6) 6/14/83 letter of commendation and congratulations from the Commission to Joseph Hurley upon his retirement from the Juvenile Court.

7) 6/26/83 letters from Commissioner Laws to Assemblyman Curtis Tucker and Assemblyman Art Agnos opposing SB 982.

8) 6/29/83 letter from the Youth Authority to Joseph Botka re re-inspection of Juvenile Hall.

9) 7/1/83 letter from Assemblyman Agnos responding to the Commission's concern re SB 982.

10) 7/5/83 telegram from the Youth Authority to Joseph Botka informing that Juvenile Hall was re-inspected and found to be in compliance.

11) 7/5/83 letter from the Youth Authority to Joseph Botka re findings on inspection of Juvenile Hall and informing that previous violations have been remedied.

12) 7/6/83 letter from the Commission to Dorothea Towles Church, sister of Lois Caesar, inviting her to the dedication of the YGC Chapel to Lois' memory on 10/6/83.

13) Letters re child abuse allegations:
6/4/83 memo from Dennis Doyle, Acting Supervising Counselor to Joseph Botka.
6/7/83 letter from the Intergroup Clearinghouse to the Commission.
6/16/83 letter from Judge Hanlon to Stuart Patt, President of the Delinquency Prevention Commission.
6/16/83 letter from Judge Hanlon to Phyllis Lyon, Chairman of the Human Rights Commission.
6/16/83 letter from Judge Hanlon to Commission with copy of his 6/10/83 letter to Real Alternatives Program.
6/17/83 letter from the Social Issues and Police Liaison Committee of the Human Rights Commission to the Commission.
6/20/83 letter from the Commission to Raymond Balberon.
6/21/83 letters from the Commission to the Social Issues and Police Liaison Committee of the Human Rights Commission and the Intergroup Clearinghouse.
7/1/83 letter from the Youth and Education Committee of the Human Rights Commission to Joseph Botka.

14) Invitation to Sickle Cell Anemia Disease Research Foundation dinner 6/24/83.

15) Notice from California Democratic Council that it is celebrating its 30th year with a buffet dinner 6/25/83.

16) Announcement from the 6th Annual Conference of Network of Services for Families, Children and Youth of follow-up meeting on 7/6/83 and committee planning meeting on 7/20/83.

17) Notice from Helpers of the Mentally Retarded re celebration of 30th Anniversary with open house on 8/12/83.

18) Announcement from Forensic Mental Health Associates re a two-part seminar on child sexual abuse: San Francisco, 10/13-14; Tuscon, 9/29-30.

19) Notice of conference: "Dispositional Alternatives for the Juvenile Offender", conducted by the National College of Juvenile Justice, Washington, D.C. 11/9/83.

20) Announcement of workshops on juvenile hall overcrowding sponsored by the Chief Probation Officers of California, Detention Administrators Association and Youth Authority on various dates in various locations throughout the State.

21) Invitation from Association for Retarded Citizens to submit recipes for cookbook they will be publishing.

22) June issue of Tenderloin Times.

It was M/S/C to revise the agenda by moving the Evaluation and Goals Ad Hoc Committee report and the Institutions Committee report ahead on the agenda to follow the Chief Probation Officer's Report.

JUDGES' CORNER:

Status Offenders' Facility: There was a meeting of the AB 90 Task Force on July 6. It was indicated that this issue would be given high priority by the Mayor's office depending on state and county funds.

Christopher T. Case: Judge Hanlon had a pretrial conference with Judge Zirpoli. He also met with Deputy Mayor Hadley Roff and the Department of Social Services and Public Health to discuss an interagency agreement to provide a solution to the placement of severely emotionally disturbed children.

Stay in School Program: This program is finished for the school year and was a success. Commissioner Figone, the Unified School District and the Police Department are to be congratulated for the extremely smooth operation of this program.

CASA: San Francisco will not be the site of the 1985 Convention. Newport, Rhode Island has been chosen instead.

American Indian Center: Judge Hanlon, Judge Chesney, the Court Commissioners and Supervising Probation Officers met with the representatives of the American Indian Center, who described the resources of the center for Indian youth. They also emphasized the need to identify Indian youth, especially in dependency cases because of the special laws pertaining to Indians.

Black Health Council: The meeting with Black Health Council was very positive. The short-term goal is to reach parity by having two full-time black professionals on the YGC health care staff. Two vacancies are coning up and there are qualified blacks on the Civil Service list. The long-term goal is to exceed parity due to the large population of blacks among the wards.

Log Cabin Ranch: The San Francisco Committee for Log Cabin Ranch met last month. Many community agencies presented the services they have available for Log Cabin graduates.

Child Abuse Allegations: Judge Hanlon listed the members of the Mayor's Blue Ribbon Committee who will be investigating the charges of alleged child abuse at YGC. Judge Hanlon indicated that the Juvenile Court would cooperate with this committee in its work, but stressed that pursuant to the requirements of the W&I Code, the confidentiality of the wards must be protected.

Judge Hanlon complimented the work of the Commission's executive committee and institutions committee, and especially Commissioner Grandin for her total dedication in response to the Juvenile Court's request to the Juvenile Commission to investigate these allegations of child abuse.

Judge Chesney also commended Commissioner Grandin for her outstanding work in this endeavor. She reported that the Superior Court will apply for a grant to hire staff to assist the Commission in its investigation.

Mental Health Calendar: Judge Hanlon stated that the Presiding Judge has asked him to take over the Mental Health Calendar. He will discuss this request further with the Presiding Judge.

Serious Offenders: In view of the success of the B5 program, Judge Hanlon plans to attend the National Council of Juvenile and Family Court Judges' meeting on the subject of serious juvenile offenders in Virginia, July 11.

Coleman Services: Judge Hanlon received a copy of Coleman's study on the juvenile institutions. He has not had an opportunity to read this report but indicated that since it covers the period January 1981 to August 1982, it would not take into account the B1 program, the vocational program at Log Cabin and other innovations implemented by Judge Low.

Revels Cayton: Judge Hanlon announced the reappointment of Commissioner Revels Cayton to a four-year term. After reviewing the highlights of Commissioner Cayton's life he formally administered the oath of office.

GUEST SPEAKER:

Chairman Laws introduced Mr. Rotea Gilford, Executive Director of the Mayor's Criminal Justice Council, and Chairman of the Mayor's Blue Ribbon Committee investigating allegations of child abuse at YGC.

Mr. Gilford indicated that the committee has met a couple of times and has set the direction the investigation will take.

He introduced Steve La Plante, a member of his staff, who will be assisting the committee. Mr. La Plante has an extensive background in juvenile and adult institutional evaluation and accreditation.

Mr. Gilford offered the cooperation and assistance of his committee and staff to the Commission's task force. He then answered various questions from Commissioners regarding his committee's work.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistical report in the Commissioners' folders.

Budget: The entire city is in an interim budget situation at present and will be until September 1. The budget analyst's recommendation to eliminate five jobs was not adopted, and by September 1 it will be determined whether three additional staff will be allocated to Log Cabin Ranch. Money for temporary salaries has been reduced in light of the available safety net staff.

It was M/S/C that all Commissioners, if possible, attend the Board of Supervisors budget hearings after the Commission has been duly apprised of the facts of the budget.

Juvenile Hall Food Services: Mr. Botka is looking into hiring a dietician, with possible funding coming from the Volunteer Auxiliary to evaluate the food services in Juvenile Hall.

Security: For reasons of security, Mr. Botka asked the Commissioners to sign in and out of Juvenile Hall during the course of their investigation.

COMMITTEE REPORTS:

Institutions: Commissioner Grandin indicated the steps she has taken so far in her committee's investigation of the alleged child abuse charges. She stated that she is now in the process of getting the grant application completed so the committee will be able to hire staff to assist it in this investigation.

It was M/S/C to adopt the following resolution establishing the Detention Services Evaluation Task Force and setting forth the scope of their investigation:

"WHEREAS, Charges of child abuse at the Juvenile Hall in San Francisco have been levied by the members of Concilio de la Raza Educacion, Ayuda y Recursos; and

"WHEREAS, Under Section 225 et seq. of the Welfare and Institutions Code, it is the duty and responsibility of the Juvenile Justice Commission of the City and County of San Francisco to inquire into the administration of the juvenile court law in San Francisco and as part of any inquiry to inspect all juvenile detention facilities; and

"WHEREAS, The Supervising Judge of the Juvenile Court of San Francisco has directed said Commission to investigate said charges of child abuse and to report back, if possible, by September 1; and

"WHEREAS, The membership of said Commission is composed of fifteen citizens who donate their time and service without compensation and who in most cases, are involved in other full time employment; and

"WHEREAS, The assistance of staff is required by said Commission to adequately investigate all charges and to produce a comprehensive report within the designated time; now, therefore, be it

"RESOLVED, That said Commission undertake an investigation of the aforementioned child abuse charges and an inquiry into any aspects of detention facilities, practices or policies considered by the Commission to be pertinent to such charges; That the aforementioned investigation be entitled and hereinafter referred to as the Detention Services Evaluation; and be it

"FURTHER RESOLVED, That the chairman of the Institutions Committee of said Commission and the members of her committee, augmented by Commissioners Revels Cayton, Michael Marovich, George Romero and Yori Wada, are hereby constituted an ad hoc task force to be known as the Detention Services Evaluation Task Force; That chairman of the Institutions Committee shall serve as chairman of the Task Force and Commissioners Cayton and Wada shall serve as co-vice chairmen of the Task Force; That a quorum for the purposes of said Task Force shall consist of four members of the Task Force and action will require the vote of at least three members; and be it

"FURTHER RESOLVED, That the Detention Services Evaluation Task Force is hereby authorized, on behalf of said Commission to conduct all aspects of the investigation, including but not limited to applying for funds, selection of staff, determination of guidelines and method of operation, evaluation of data, and determination of results and recommendations; and be it

"FURTHER RESOLVED, That said Task Force shall dissolve upon completion of its report and upon its presentation to the Commission of its report and any recommendations."

Evaluation and Goals: Commissioner Marovich met with Tom Gee of the Bar Association and Mr. Joseph Botka to review the job description of CPO. A draft copy of this description will be sent to Judges Hanlon and Chesney and to the Commissioners for their input.

SPECIAL REPORT: Ben Okada, Senior Supervising Probation Officer.

Mr. Okada explained how the STC training relates to the MBO program. He pointed out that attempts are being made to improve various aspects of the training program, such as more relevant courses, rapid reimbursement, and replacement of personnel attending training. Mr. Okada then answered Commissioners' questions.

It was M/S/C to extend the meeting 20 more minutes.

CHAIRMAN'S REPORT:

Executive Committee: The next meeting will take place on July 18 at 9 a.m. All Commissioners are invited.

Stationery: A sample of the new Commission stationery is available to check if their names are properly printed.

Resumes: Chairman Laws reminded the Commissioners to send in their resumes by July 18.

Workshops: There is a Juvenile Hall overcrowding workshop on August 4 and 5 at U.C. Davis. Money is available for a Commissioner to attend. Anyone interested should contact Chairman Laws.

The Commission workshop will be held at the West Portal Library on July 12 at 4 p.m.

COMMITTEE REPORTS:

Legislative: Chairman Laws reported that she wrote to Assemblyman Agnos requesting his assistance in opposing SB 982. This bill is similar to AB 1071, which proposed eliminating the county juvenile justice and delinquency prevention commissions. Assemblyman Agnos responded that the author of the bill amended it so that the section pertaining to elimination of local commissions is deleted.

Probation Services: Commissioner Romero will present a brief summary of the training needs assessment at the next Commission meeting.

LIAISON REPORT:

Commissioner Romero reported on the balance in the Commission's account.

It was M/S/C to spend $50.00 for stationery typesetting.

UNFINISHED BUSINESS:

Picnic: The picnic will take place on September 24. There will be a full report at the next Commission meeting.

Lois Caesar's Memorial: An invitation has been sent to Lois' sister to attend the memorial on October 6. Commissioner Cayton is working with Dr. Caesar's sister to send out invitations to organizations with which Lois was associated.

The meeting was adjourned to Executive Session at 2:45 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
Juvenile Justice Commission

Nicole Mayrbaurl
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: August 4, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Nicole by telephone (731-5740 - ext. 436).

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MINUTES OF AUGUST 4, 1983 COMMISSION MEETING

Chairman Laws convened the meeting at 12:30 p.m.

ROLL CALL:

Present: Laws, Grandin, Costello, Romero, Basse, Cayton, Figone, Gilbert, Marovich, McGee, Smith, Webb. Excused: Kelleher. Absent: Ayala, Wada. Judges: Chesney. Staff: Botka, Exnicios. Guests: Dr. Laura Grieneeks, YGC Health Care Services; Claire Zvanski and Jane Asselin, Delinquency Prevention Commission. Donald Mayberry; Steve La Plante, Mayor's Criminal Justice Council.

APPROVAL OF MINUTES:

It was M/S/C to approve the July minutes as submitted.

CORRESPONDENCE:

1) 7/11/83 letter from Joseph Hurley thanking Commission for its letter of commendation and congratulations upon his retirement from the Juvenile Court.

2) 7/22/83 letter from Libby Denebeim, Chair of the Community Advisory Board for San Francisco General Hospital Psychiatric Services and Forensic Psychiatric Services, requesting that the Commission appoint a community member to their Board. (Letter was read in its entirety by Commissioner Costello)

3) 7/26/83 letter from the Commission to Lorraine Honig, President of Coleman Children and Youth Services, responding to the Youth Advocacy Project study and findings and requesting that particulars of incidents in Juvenile Hall be provided to the Commission.

4) Notice from Judge Hanlon of Juvenile Committee of the Superior Court meeting with the Commission on 8/8/83.

5) Correspondence re child abuse allegations:
-7/18/83 letter from Judge Hanlon and the Commission to Arlo Smith, District Attorney, requesting assignment of investigator to Commission.
-7/22/83 letter from Arlo Smith to Judge Hanlon re assignment of investigator.
-7/26/83 letter from the Commission to Raymond Balberon requesting further information on certain child abuse charges.
-7/26/83 letter from the Commission to Judge Ertola re course of Commission's investigation.
-Notice from Mayor's Blue Ribbon Committee on public hearings on 7/27/83 and 8/4/83.

6) Correspondence re grant for investigation of child abuse allegations:
-7/18/83 letter from the Commission to John Walsh, General Manager of Personnel, Civil Service Commission, re sole source request.

-7/18/83 letter from the Commission to William Deguchi, Juvenile Program Director of the Office of Criminal Justice Planning, re sole source provisions.
-7/29/83 letter from the Commission to John Walsh re sole source request revision.
-8/1/83 letter from the Commission to Malcolm Goddard re aspects of grant proposal.
-8/2/83 letter from the Commission to Malcolm Goddard providing background information on YGC.
-8/3/83 letter from the Commission to William Deguchi providing Commissioners' resume.

7) Announcement of citizens' action forum on juveniles in adult jails: "The Wrong Combination," sponsored by the California Child, Youth and Family Coalition on 8/18.

8) Offer of subscriptions to Youth Issues and "Action Alert," publications of Coleman Children and Youth Services.

9) July issue of "Action Alert".

10) Summer issue of Youth Issues.

11) 7/24/83 article from San Francisco Examiner: "Troubled Kids No One Will Help."

JUDGE'S CORNER:

Judge Chesney reported that she is the Acting Supervising Judge until Judge Hanlon returns from vacation on August 8.

Juvenile Crime: Judge Hanlon attended a meeting of the Metropolitan Courts Committee of the National Council of Juvenile and Family Court Judges on juvenile crime in large metropolitan areas. Judge Hanlon will report on this meeting upon his return.

Mayor's Blue Ribbon Committee: Judge Hanlon and Judge Chesney met with the Presiding Judge, the Mayor and members of her Blue Ribbon Committee. On the child abuse allegations brought forward by RAP (Real Alternatives Program/ CREAR) the Mayor is aware of the role of the Juvenile Justice Commission and their obligations.

Log Cabin Ranch: The first Log Cabin Ranch graduation took place on July 22 in the Lois Caesar Memorial Chapel. Judge Chesney suggested that the program and some photographs be sent to Dr. Caesar of this graduation, which is the first to take place since the renaming of the Chapel.

Court Forms: The new forms covering all court proceedings have been prepared and sent to the printers. These forms are already in use in adult courts and should save a great deal of clerical time in the interest of economy and efficiency.

Mental Health Calendar: There has been a problem in securing a permanent location for hearing the mental health calendar. This matter will be taken up with Judge Hanlon upon his return. There is no appropriate location at San Francisco General Hospital and Judge Hanlon will not mix the mentally ill calendar and the Juvenile Hall population.

Statistics: Mr. Botka reviewed the Juvenile Hall, Log Cabin Ranch and CYA statistics for the month of July and reported that there was no overcrowding in the Juvenile Hall for the month of July.

Training Policy: Mr. Botka indicated that STC training is being emphasized as part of the duty and responsibility of staff and will be taken into account on performance evaluation reports. Also, a clear statement of cost reimbursement has been developed and distributed to each staff member.

The Probation Department is still working with the California Training Company, which will help plan training, actually train staff and will now select courses appropriate for this Department. Two advisory Committees have been developed, Juvenile Hall and Probation, which will work with CTC.

American Indian Center: Following Judge Hanlon's meeting with the American Indian Center, a program is being developed around recognizing the special needs of Indian children and the resources of the federal government for Indians.

Safety Retirement: The Board of Supervisors will be asked to place a charter amendment on the November ballot that would award safety retirement benefits to Probation Officers, Juvenile Hall and Log Cabin Ranch counselors and certain other public safety officers which would enable them to retire at age 55 with 70% benefits. The Unions and staff support this proposal. Mr. Botka will attend the Board of Supervisors meeting on August 8 where this will be an Agenda item and invited Commissioners to attend.

CHAIRMAN'S REPORT:

Dwight McGee was granted a two-month leave of absence in order to work for the San Francisco Committee for Log Cabin Ranch. He will return in September.

Workshop: The Commission's concluding workshop will be held from 4 to 8 p.m. August 23rd in the Community Room at Homestead Savings and Loan, 130 West Portal Avenue.

Executive Committee: The Executive Committee will be meeting with the Superior Court's Juvenile Court Committee August 8 in Judge Hanlon's chambers. The main topics for discussion are the alleged child abuse charges, Commission office space and staff support for the Commission.

Annual Reports: Committee Chairmen should submit their annual reports to Chairman Laws by November 30, so she can prepare the Commission's report for Judge Hanlon by December 31.

Grant: The Mayor's Criminal Justice Council's Executive Committee gave unanimous approval for the grant to hire staff to the Commission to investigate the alleged child abuse charges as well as a systems analysis of Youth Guidance Center and Probation Services.

AB 90 Task Force: The AB 90 Task Force met August 3rd and Jim Licavoli gave an excellent presentation of the status of the programs at Log Cabin Ranch. Chairman Laws suggested that the Commission might want Mr. Licavoli to make a presentation at a future Commission meeting.

Libby Denebeim, Chair of the Community Advisory Board for San Francisco General Hospital Psychiatric Services and Forensic Psychiatric Services, has requested that the Commission appoint a member to serve on their board.

It was M/S/C to appoint a member of the Institutions Committee as the Commission's representative to the Community Board. (Subsequently Commissioner Laws appointed Commissioner Grandin and Commissioner Costello as the alternate).

SPECIAL COMMITTEE REPORTS:

Detention Services Evaluation Task Force: Commissioner Grandin updated the Commission on the work of the task force over the last month. The grant request has been completed and sent to Sacramento. The prospective consultant was unable to take the assignment, and the task force is in the process of following up on other individuals to hire for the job. The task force has accompanied Steve La Plante on his interview with youth and counselors, and separate notes from these interviews are being maintained. The District Attorney's office has assigned Michal Kish to work with the task force, and he will focus on the serious allegations that have been made. Commissioner Grandin and several other Commissioners attended the first public hearing, which was handled very well with a conscientious effort made to obtain facts and specifics.

Goals and Evaluation Ad Hoc Committee: Commissioner Marovich reported that the CPO job description was sent to Judge Hanlon and Judge Chesney for their review. A meeting with the Judges will be arranged to discuss the proposed new job description.

PRESENTATION TO DON MAYBERRY:

Chairman Laws presented Don Mayberry with a token of appreciation on the occasion of his leaving the Commission after 16 years of service. Don Mayberry thanked the Commission for the gift and gave his best wishes for the future of the Commission.

COMMITTEE REPORTS:

Finance: Commissioner Costello reported on the expenditures from the Probation Department's maintenance of minors account. After some discussion and questions from Commissioners, it was determined that clarification is needed concerning this account and the Department of Social Services' involvement with it. Commissioner Costello requested that Mr. Botka provide the Finance Committee with a written report in order to report back to the Commission in October. Mr. Botka stated that he would do this and suggested that a staff member of the Department of Social Services could be invited to the next Finance Committee meeting. (see attachment to permanent minutes).

Probation Services: Commissioner Romero reported on the current status of the training needs assessment taking place in the Probation Department. There will be a meeting on September 22 with staff from the Department of Corrections on the progress of this study. Commissioner Romero indicated that he would like to meet with Mr. Botka to discuss tying the training aspect into the MBO program. Commissioners were urged to review the final recommendations of the training consultant and the advisory committee.

Commissioner Romero reported that the committee, in cooperation with the Finance Committee, reviewed theproposed Charter amendment whereby probation officers and counselors would switch from the City Retirement System to the State's Public Employees' Retirement System (PERS). The committee recommends placing the issue on the ballot for the voters' consideration, but reserves its final decision until it has had a chance to review the fiscal impact and some other areas of question.

It was M/S/C to send a letter to the Board of Supervisors in support of placing this proposed Charter amendment on the ballot.

Commissioner Romero indicated that his committee is considering doing a study of Probation Services, specifically the services probation officers provide wards and especially those wards placed on probation. Any Commissioners who are interested in participating in this project are welcome.

Commissioner Romero reported that Commissioner Kelleher is attending the monthly meetings between the Probation Officers Association and administration as well as the weekly staff meetings of the Probation Supervisors.

DPC/DPCC: Jane Asselin reported on the various activities of the Delinquency Prevention Commission and the Delinquency Prevention Coordination Council. The DPCC is serving as one of the coordinating agency in the development of a commission on children and families. It has agreed to be a starting model to those who are interested in coordinating all services to San Francisco children, youth and families under one umbrella organization. At a meeting on August 17, a proposal will be submitted to establish a seven-member commission that will be assisted by several advisory councils.

TREASURER'S REPORT:

Commissioner Romero reported on the balance in the Commission's account.

UNFINISHED BUSINESS:

Caesar Memorial: Commissioner Cayton reported that Commissioner Basse will be working with him on this project. Don Mayberry will be the speaker at the dedication on October 6.

Network Conference: Commissioner Costello brought the Commission up to date on the status of the follow-up of the Network Conference. She indicated that there is an important planning meeting on August 17 to discuss the creation of a commission for children and families under the Mayor's office. She recommended that Commissioners Ayala and McGee attend this meeting, without voting privileges and report back to the Commission at the September meeting. Chairman Laws urged as many Commissioners as possible to attend the meeting on the 17th. She asked Commissioner Costello to brief Commissioners Ayala and McGee and to send out a notification to all Commissioners regarding the time and place of the meeting.

ADJOURNMENT:

It was M/S/C to adjourn the meeting to Executive Session at 2:25 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
Juvenile Justice Commission

Nicole Mayrbaurl
Recording Secretary

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Agenda

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: September 1, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Madeleine by telephone (731-5740 - ext. 333).

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MINUTES OF SEPTEMBER 1, 1983 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:45 p.m. She asked Commissioner Romero to be the Secretary Pro Tem since Commissioner Costello is on jury duty.

ROLL CALL:

Present: Laws, Grandin, Romero, Basse, Marovich, Smith, Wada. Excused: Ayala, Cayton, Costello, Figone, Kelleher, McGee, Webb. Absent: Gilbert. Judges: Hanlon, Chesney. Staff: Cain, Exnicios. Guests: Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Joseph Spaeth, YGC Public Defender; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Dr. Timothy Armistead, Mayor's Criminal Justice Council; Robin Clark, SF Examiner; Peter White, KGO-TV Channel 7.

APPROVAL OF MINUTES:

The following corrections were made to the August minutes:

Judge Chesney pointed out that the heading, "Chief Probation Officer's Report," was omitted, resulting in the Chief's report appearing as part of the "Judge's Corner."

Commissioner Grandin referred to the letter from Libby Denebeim (Correspondence Item 2) regarding representation on the Community Advisory Board (C.A.B.). Commissioner Grandin wished to clarify that the Commission had been requested to recommend someone who could represent the interests of youth at the Youth Guidance Center, and that it was not intended that it would necessarily be a member of the Commission. Therefore, Commissioners who serve on the C.A.B. will not do so in the capacity of a liaison connected to the Commission.

It was M/S/C to approve the August minutes as amended.

CORRESPONDENCE:

8/4/83 letter from the Commission to the Board of Supervisors in support of placing the proposed Charter amendment relating to retirement benefits of miscellaneous safety employees on the ballot.

8/9/83 letter from the Commission to Kathryn Barieau, ACTION Project

Director, requesting to borrow materials from the ACTION library and forwarding S.F. City Attorney Opinion 82-11 re liability of Commission for inclusion in ACTION library.

8/10/83 letter from the Commission to Dr. Laura Grieneeks and Dr. Janet Shalwitz, YMC Health Care Services, requesting an information packet for Commission representatives to the Community Advisory Board forS.F. General Hospital Psychiatric Services and Forensic Psychiatric Services (C.A.B.).

8/10/83 letter from the Commission to Libby Denebeim, Chair of C.A.B., advising that Commissioner Grandin will serve as the Commission's representative to C.A.B. and that Commissioner Costello will be Commissioner Grandin's alternate.

8/18/83 memo from Jane Asselin, Chair of S.F. Local Board of Emergency Food and Shelter Program to Providers of Emergency Food and Shelter Services re its program.

8/20/83 letter from Kathryn Barieau, ACTION Project Director, acknowledging receipt of S.F. City Attorney Opinion 82-11 and forwarding requested materials from ACTION library.

Agenda for 9/6/83 C.A.B. meeting and minutes of 8/2/83 C.A.B. meeting; statement of Priorities for Public Mental Health Services by Robert Surber.

8/83 issue of "Action Alert."

1982-83 Civil Grand Jury Report.

Correspondence re investigation of child abuse allegations:

8/22/83 letter from Bernice Itkin, Senior Probation Officer, to Chairman Laws re availability to discuss issues.

Correspondence re grant for investigation of child abuse allegations:

8/4/83 letter from Marshal Prillwitz, State Clearinghouse, indicating that the grant application review is completed and that the Commission has complied with Clearinghouse requirements.

8/6/83 letter from the Commission to Allen Breed forwarding budget sheets for revision purposes.

8/9/83 letter from the Commission to Sue Erlich, Office of Criminal Justice Planning (OCJP) forwarding State Clearinghouse papers.

8/9/83 letter from the Commission to William Deguchi, OCJP, forwarding

revised budget sheets.

8/9/83 letter from Commission to William Deguchi, OCJP, forwarding request for sole source provider approval for Allen Breed.

8/10/83 letter from the Commission to Allen Breed forwarding informational material.

8/15/83 letter from Yvonne San Jule, Association of Bay Area Governments, to Sandra Clayborn acknowledging receipt of Commission's intention to apply for federal/state assistance.

8/20/83 letter from Malcolm Goddard forwarding preliminary proposal.

8/22/83 letters from the Commission to Allen Breed and Robert Smith forwarding informational material.

8/24/83 letter from Office of Juvenile Justice and Delinquency Prevention approving Commission's request to contract with Allen Breed.

8/27/83 letter from the Commission to Robert Smith forwarding proposed Memorandum of Understanding between Commission and Allen Breed.

JUDGES' CORNER:

Reappointment: Judge Hanlon reappointed Michael Marovich to a four-year term on the Commission.

Commission Staff: The Superior Court Judges approved a supplemental appropriation for a judicial secretary for the Commission. Until this process has been completed and an individual hired, an executive secretary will be available to the Commission on an "as needed" basis beginning September 12.

Efficiency Study/Audit: Judges Hanlon and Chesney met with the Budget Analyst in regard to the efficiency study and audit of Probation Services and Log Cabin Ranch. Possible recommendations may be the contracting out of Log Cabin to a private agency and the transferring of juvenile traffic functions to the Municipal Court. The Superior Court Judges oppose both recommendations, and the Municipal Court also opposes the transfer of juvenile traffic functions.

It was recommended that a land-use management consultant review the unused acreage at Log Cabin to determine the feasibility of this land being used to benefit the City financially.

Log Cabin Ranch Committee: The Committee met on August 30 and discussed budget matters. It appears that Committee funds are being

expended for educational services that should be paid for from the Unified School District's budget. A resolution was passed to look into this matter and approach the School District accordingly. Alan Wilson, monitor from the San Francisco Foundation on the use of private monies, found expenditures to be in order.

Golden Gate Breakfast Club (GGBC): Carroll Tornroth is the chairman of the Log Cabin Ranch Committee of the GGBC and a member of the Log Cabin Ranch Committee. His committee will be performing two functions: 1) evaluate the vocational program in terms of leading to practical employment of youth and 2) provide one-to-one vocational consultation with youth for placement in various vocational fields. Judge Hanlon commented that several GGBC members have hired Log Cabin graduates over the years with successful results.

Peer Support Group: Log Cabin vocational staff have formed a peer support group of Ranch graduates to act as a supportive network for youth graduating from the Ranch. Judge Hanlon commended Commissioner McGee's efforts in setting up the first meeting of the group.

Senior Tutors: Judge Hanlon met with the Senior Tutors who are providing tutoring for youth in Bl. They are seeking $10,000 to fund the transportation from Rossmoor to Juvenile Hall. Judge Hanlon asked that anyone knowing of possible resources contact him. Commissioner Grandin recommended contacting the Commission on Aging.

Partners: Judge Hanlon commented that this group, which has an excellent program and has worked with youth from Bl, is also looking for funding sources.

Study Hall: Judge Hanlon met with School District representatives to discuss establishing a study hall on Saturday and Sundays for youth in need of extra help and tutoring. The School District will try to get tutors from local colleges/universities to work with these youth and receive educational credits.

Civil Grand Jury: Judge Hanlon reported that the 1982-83 report has been distributed. The report notes that the food cost discrepancies between Juvenile Hall and Log Cabin Ranch were investigated and found to be consistent with the individual programs of the two facilities.

It was recommended that the alleged child abuse charges in Juvenile Hall be investigated by the 1983-84 Civil Grand Jury.

AB 759: This bill, which would create a new section in the W&I Code dealing with severely emotionally disturbed youth, is moving

slowly through the legislative process. The language of the bill continues to be reviewed and revised. Commissioner Costello, who has been actively involved in this effort, sent informational material for distribution to Commissioners.

Dependency Review Hearings: The State Department of Social Services issued an edict that all dependency cases filed before September 1, 1982 must have a permanency planning hearing held and approved by the Court by October 1, 1983, or State funding for out-of-home placements for those wards will be cut off. Judge Hanlon indicated that there are 500 plus cases involved but believes the Court will be able to meet the deadline.

Psychiatric/Psychological Reports: Dr. French, a member of the Psychiatric Clinic, met with all judicial officers at the Court to discuss psychological evaluations and reports.

Special Task Force: Judge Hanlon has been asked by the Office of Criminal Justice Planning to serve on a task force on permanency planning. He will report further on this after attending the first meeting on September 16.

YGC Public Defender: Judge Hanlon introduced the new supervising attorney of the Public Defender's Office, Joseph Spaeth.

Organizational Chart: Judge Hanlon provided each Commissioner with a copy of the administrative organizational chart of the Juvenile Court.

SPECIAL REPORTS:

Detention Services Evaluation: Commissioner Grandin reported on the progress of her task force. A lot of work has been accomplished, but there is still quite a bit to do yet. The task force's report concerning the specific allegations should be completed by the October meeting for review and approval by the Commission. Steve LaPlante is going to request an extension of the Mayor's deadline for the blue ribbon committee's report to coincide with the Commission's December 1 deadline for Mr. Breed's report. Both the Mayor's committee and the Commission's task force are concerned about different reports coming out and agree that all information should be pooled and published in one report.

Allen Breed has been hired as the consultant effective September 1. A meeting has been held with him and his agent, Robert Smith, to discuss what they will be doing and the time frame involved. In addition to the formal contract between Allen Breed and the Superior Court, there is a memorandum of understanding between the Commission and Allen Breed outlining the work he will be doing. This document will be finalized after agreement on some wording is reached. It was M/S/C that the task force would approve the finalized memorandum of understanding.

Goals and Evaluation: Commissioner Romero reported that the job description of the Chief Probation Officer is almost in final form. Other items discussed by the committee were: 1) further consideration of Management by Objectives (MBO) materials the City has in place and their relevancy to the Probation Department and how they would be applied and 2) development of a job description for the Commission. A draft of the Commission job description will be sent to each Commissioner. Chairman Laws asked that Commissioners review the description in light of the recent workshop discussions and asked Commissioner Grandin to provide her notes from the workshop to all Commissioners.

CHAIRMAN'S REPORT:

C.A.B. Representatives: Chairman Laws announced that Commissioner Grandin will serve as a community member on the Community Advisory Board of San Francisco General Hospital Psychiatric Services and Forensic Psychiatric Services with Commissioner Costello as her alternate. Chairman Laws reiterated that this is not a Commission liaison assignment.

Maintenance of Minors: In a memo to Judge Hanlon, Mr. Botka indicated that he would like the Commission to become involved in the development and evaluation of a list of outside psychiatrists and psychologists to be utilized by the Juvenile Court. Chairman Laws assigned Commissioners Cayton, Costello and Grandin to work with the Probation Department, Juvenile Court and Dr. Tom Peters of the Forensic Services Division of the Department of Public Health.

Workshop: Commissioner Grandin has a draft of what the Commission's focus should be and will send a copy to each Commissioner. Chairman Laws indicated that the Commission may want to incorporate something of this nature into the bylaws as a statement of objective. She also stated that Janet Enright will be sending some informational materials which will be distributed to Commissioners upon receipt.

Grant: The Office of Juvenile Justice and Delinquency Prevention has approved the consultant fee for Allen Breed. Final details of the memorandum of understanding are being worked out with Mr. Breed's associate, Robert Smith. Judge Hanlon will seek a City Attorney's opinion regarding the publishing of Mr. Breed's report and/or recommendations.

Office: Chairman Laws announced that the Commission now has an office and will be moving in during the next few weeks. It is located in the former School office, Room 104 on the first floor.

COMMITTEE REPORTS:

Institutions: Commissioner Grandin reported that she spent a day visiting the Log Cabin Ranch with Steve LaPlante to interview youth who

were witnesses to alleged child abuse while they were in Juvenile Hall. While there, she toured the facilities and remarked on the positive impact of the vocational program at the Ranch.

Probation Services: Commissioner Romero reported that his committee will undertake a study of Probation Services in line with suggestions made at the recent workshop. Commissioner Wada will assist in this study even though he is not a member of this committee.

The Probation Services and Finance Committees met to consider the Charter amendment regarding safety retirement for Probation Department employees. The committees did have some concerns around the financial aspects of the proposal. The Charter amendment language is such that the Board of Supervisors will not enter into an agreement with the State plan unless there is no net cost. Also, the plan comes up for evaluation every five years. Members of the Executive Committee had no objection to the POA approaching individual Commissioners for a personal endorsement of the ballot measure, but they made it clear that the endorsement should be as individuals and not as Commissioners.

LIAISON REPORTS:

DPCC: Jane Asselin reported that the DPCC meeting, held earlier this date, covered the progress of the children's self-help project, which helps children prevent their own sexual abuse. This project is moving along very well and is funded through next spring.

TREASURER'S REPORT:

Commissioner Romero reported on the balance in the Commission's account.

UNFINISHED BUSINESS:

Caesar Memorial: Commissioner Basse reported that the work on the memorial and the program for October 6 iscoming along well.

Network Conference: Jane Asselin indicated that at the last meeting of this group, the Real Alternatives Program submitted a new proposal for the establishment of a commission/committee dealing with matters relating to children, youth and families. With the submission of this proposal, things are up in the air with no definite decisions being made.

Black Health Council: Chairman Laws reported on the meeting with members of the Black Health Council, Department of Public Health and Judges Hanlon and Chesney. Public Health's short-term goal is to

achieve parity as soon as possible, which can be accomplished by hiring two full-time professionals for the Psychiatric Clinic staff. Their long-term goal is to exceed parity to be more in line with the ethnic composite of detainees at YGC. The Juvenile Court will work together with the Black Health Council to form a panel on specific referrals from the Court on clinical evaluations.

NEW BUSINESS:

Meeting Format: Chairman Laws reported on a suggestion from Commissioner Ayala to look into changing the format and structure of the Commission meetings. Commissioner Ayala along with Commissioners Basse and Figone will serve as a committee to this end and report back at the October or November meeting.

ADJOURNMENT:

It was M/S/C to adjourn the meeting to Executive Session at 2:25 p.m.

Respectfully submitted,

George Romero, Secretary Pro Tem
Juvenile Justice Commission

Madeleine Rougley
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: October 6, 1983 Regular Commission Meeting

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

REMINDER

The dedication of the chapel in memory of Lois Towles Caesar will take place on October 6 at 11:30 a.m.

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MINUTES OF OCTOBER 6, 1983 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Laws, Grandin, Costello, Romero, Ayala, Basse, Cayton, Figone, Gilbert, Kelleher, Marovich (late), Wada, Webb. Absent: McGee. Judges: Hanlon, Chesney. Staff: Botka, Exnicios. Guests: Dr. Laura Grieneeks, Dr. Janet Shalwitz, and Dr. Juanita Hall, YGC Health Care Services; Jeff Brown and Peter Keane, Public Defender's Office; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Joy Bagnol, M. Ju, Karla Rosales, students at S.F. State.

At the suggestion of Commissioner Ayala, it was M/S/C to limit the regular Commission meeting to one hour and then move directly into Executive Session.

APPROVAL OF MINUTES:

The following correction was made to the September minutes:

The Psychiatric Clinic requested that on Page 5 "Psychiatric/ Psychological Reports" should read as follows: Dr. French, Dr. Grieneeks and Dr. Roy, members of the Psychiatric Clinic, met with all judicial officers at the Court to discuss psychological evaluations and reports.

It was M/S/C to approve the September minutes as amended.

CORRESPONDENCE:

9/1/83 Letter from Carole Brill of Legal Services for Children, Inc. to Commission requesting a letter of support for the city-wide Network of status-offender serving agencies which will be included in the proposal package.

9/12/83 Letter from Commissioner Laws, "To Whom It May Concern", sent to Tim Armistead, MCJC, in support of coalition of 10 Status-Offender Serving Agencies.

9/21/83 Letter to Commissioner Laws from Janet Enright, Project Specialist, re Role and Responsibilities of Commission.

9/23/83 Copy of letter to Mr. Botka from CYA re on-site inspection of Juvenile Hall on 10/20/83. (Since changed to 10/21/83.)

9/27/83 Letter from San Francisco Council of Churches to Commission with announcement of Workshop re "Children and Creativity" to be held on 10/9/83 in S.F. with registration forms enclosed.

9/29/83 Letter from Commissioner Laws to Mr. Lee Bart, Jr., Chairman Public Protection Committee, Civil Grand Jury 1982-83 re their 82-83 report on S.F. Juvenile Facilities and investigation being conducted by Detention Services Evaluation Task Force regarding child abuse charges.

Agenda for 10/4/83 C.A.B. meeting and minutes of 9/6/83 C.A.B. meeting.

9/83 Issue of "Action Alert".

9/83 Announcement from Forensic Mental Health Associates re a two-part seminar "The Sexual Assault Workshop/s" in Oxnard, CA on 12/7 and 12/8/83.

9/83 Special News Edition from San Francisco Child Abuse Council, Inc. re 10-Year Anniversary 1973-1983.

9/83 Announcement from Learning Publications, Inc. to Commission re manuals Available on Incest, Child Abuse and Neglect, Children of Alcoholics, Confrontation, and Helping Battered Women and an order form enclosed.

Correspondence re Lois Towles Caesar Memorial:

9/20/83 Letters of invitation sent to family and friends of Commissioner Caesar to attend dedication on 10/6/83; list supplied by Commissioner Caesar's sister.

Correspondence re grant for investigation of child abuse allegations:

9/1/83 Letter from Commission to Fred Whisman requesting his signature as Project Financial Officer on Grant Award Modification Form for Detention Services Evaluation Project.

9/1/83 Letter from Commissioner Laws to Malcolm S. Goddard, Esq. confirming phone call to him advising Commission had contracted with Allen Breed to conduct study of Juvenile Hall.

9/6/83 Copy of letter from Allen Breed to Fred Whisman re Agreement.

9/8/83 Letter from Commissioner Laws to Allen Breed with copy of revised memorandum of understanding.

9/12/83 Copy of letter from Judge Hanlon to George Agnost, City Attorney, re request for opinion.

9/20/83 Letter from Commissioner Laws to Allen Breed regarding two insurance policies, automobile and Workman's Compensation.

9/20/83 Letter to Commissioner Laws from Joyce O. Smith, Grants Manager, MCJC, with copy of approved contract for Detention Services Evaluation Grant.

Letter from Commissioner Costello, 10/1/83 submitting her resignation as Secretary of the Commission.

Commissioner Basse had distributed material in each folder advising of a Musical Comedy Program benefiting the San Francisco Child Abuse Center on October 14-16 to be held at the Harrison Street Theatre.

It was M/S/C to accept, with deep regret, Commissioner Costello's resignation.

JUDGES' CORNER:

Lois Towles Caesar Memorial: Judge Hanlon expressed his thanks and appreciation to Commissioners Cayton and Basse for the outstanding dedication ceremony held earlier in the day.

Channel 25 YGC Program: This "cable" channel has done a series of programs around YGC. Judge Hanlon was interviewed and Commissioner Grandin toured the facilities with their crew. The series will be shown at 6 p.m. on Friday, October 7, 14 and 21.

Dependency Review Hearings: Judge Hanlon announced the permanency planning hearings were completed September 30.

AB759: This bill, which would have created a new section in the W&I Code dealing with severely emotionally disturbed youth, was vetoed by the Governor. The impact will include a cutback in funds available for the placement of emotionally disturbed youth and AB2315 will sunset on Dec. 31 as a result of this veto. Judge Hanlon commended Commissioner Costello for her time and diligence in following this bill.

Roles & Responsibilities of Commission: Judge Hanlon met with representatives of the S.F. Bar Association and Commissioners from the Goals and Evaluation Ad Hoc Committee. This was tabled by the Executive Committee of the Superior Court, until Commissioners have time to study and review it.

Court School: Judge Hanlon will meet with the Superintendent of schools to discuss the special, educational needs of youth at YGC.

Study Hall: Judge Hanlon announced there is a study hall for truant youth and those needing extra help. Classes are held at YGC on Saturday and Sundays 1:00 to 4:00 p.m. with a para-professional from the School Department and a counselor present. Books and materials are supplied by the School Department. Youth ordered to report for these classes, will initially be seen by the School Department and Psychiatric Clinic to determine if any special counseling is required.

Court Forms: New forms are now being used and are expected to result in an overall saving to staff.

Black Health Council: Judge Hanlon had a meeting with the Black Health Council on October 5. He called upon Dr. Laura Grieneek's to introduce Dr. Juanita Hall, who will be at the YGC Psych Clinic on Wednesdays, Thursdays, and Fridays.

Efficiency Study/Audit: Judge Hanlon stated he would not respond to the rough draft of the analyst's report at this time. He has shared the report with the Superior Court, and there are certain items they want to study before making a response to the report.

CHIEF PROBATION OFFICERS REPORT:

Statistics: Mr. Botka reviewed the statistical report in the Commissioners' folders.

Central Receiving Center: The supplemental appropriation for $210,000 for the Central Receiving Center will be heard by the Finance Committee of the Board of Supervisors October 12. Mr. Botka invited members of the Commission to join him at the hearing.

SB 924 Training: The training officers are getting the training program under way early. By the end of the month staff should have their courses scheduled for the year so there will be no problems in complying with Board of Corrections' requirements.

Management Performance Evaluation Report: Civil Service has developed a performance evaluation report form for senior management, including the Chief Probation Officer. Roberta McDonough, Director of Training for Civil Service, will meet with involved Juvenile Court staff on October 28 to explain the new performance evaluation system.

CHAIRMAN'S REPORT:

Lois Towles Caesar Memorial: Chairman Laws thanked everyone who participated in the dedication ceremony for making it such a warm and loving tribute to Lois.

Annual Reports: Chairman Laws reminded all Commissioners that annual committee reports are due on November 30.

Nominating Committee: Chairman Laws requested Commissioner Cayton to reconvene the Nominating Committee to select a new Secretary to replace Commissioner Costello.

Budget Analyst's Report: Chairman Laws stated there are only five copies of this report allotted to the Commission and must be rotated among Commissioners. This is only a working draft and not a final report. All Commissioners should study and review this material and be prepared to furnish ideas and input for the final document. Since this material is confidential, it should not be shared with anyone outside the Commission.

Grant: Chairman Laws reported that the detention services evaluation grant has been entered into the City Hall computer system, and the money should be available by October 15. Allen Breed will start work on October 24, with completion targeted for December 1.

Detention Services Evaluation: Commissioner Grandin reported that the task force voted to adopt the memorandum of understanding between the Commission and Allen Breed. Interviews are still being conducted but should be completed by October 15.

Commissioner Grandin indicated that Channel 25 will make their documentary film of the YGC available to the Commission for viewing. Chairman Laws asked Commissioner Grandin to arrange a date for viewing.

COMMITTEE REPORTS:

Finance: Commissioner Costello reported on the Finance Committee meeting held in September. Present were two CPA's from private industry who are currently attached to the Controller's office for the purpose of conducting an assessment audit of various City departments. Also present was Judy Bley, court liaison from DSS, who reviewed the maintenance of minors program.

Legislative: Commissioner Webb alerted the Commission to AB292 "Trial by Jury" which she deems, "A very bad bill." Certain designated felony cases, by law, would require a trial by jury in Juvenile Court, but jury members would not be comprised of peers (minors) but by adults.

LIAISON REPORTS:

DPC/DPCC: Commissioner Romero and Jane Asselin reported on the following items: 1) Substance Abuse: Three community groups made a presentation on current drug/alcohol prevention efforts at the September DPC meeting; 2) Children's Self-Help Project: This is an excellent program and the DPCC has asked the DPC to consider sponsoring a presentation of the program for the community; 3) Network: Commissioners

have the latest status report on the proposed commission on children and youth which would be under the Mayor's Office. Commissioner Romero recommended that Commissioners review the report and be prepared to discuss it a later date. Jane Asselin reported that RAP has presented a different concept wherein the Mayor would select individuals for the commission who had been elected by districts.

NEW BUSINESS:

Approach to Foundations: It was M/S/C in principle that the Commission approves pursuing monies from the private sector and leave to the discretion of the Chairman the appointment of a committee to call upon one or more foundations.

ADJOURNMENT:

It was M/S/C to adjourn the meeting to Executive Session at 2:00 p.m.

Respectfully submitted,

Patricia F. Costello, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

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Notice

TO: All Commission Members

FROM: Patricia Costello, Secretary

RE: November 3, 1983 Regular Commission Meeting.

The regular Commission meeting will be held in the Airplane Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

SPECIAL NOTE FROM CHAIRMAN

The regular December meeting has been rescheduled to December 8, the time from 12:30 to 3:30. December 1 will be utilized to review Mr. Allen Breed's report. Please save both dates and times on your calendars.

It has been suggested that our January 5 meeting start at 11:30 so as to hold an Executive Session prior to the regular meeting. There will be discussion of this proposal at the November meeting. In the meantime, hold open the time on January 5 from 11:30 to 2:30.

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MINUTES OF NOVEMBER 3, 1983 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Laws, Grandin, Costello, Romero, Ayala (late), Cayton, Figone, Gilbert, Kelleher, Marovich (late), Smith, Webb. Excused: Wada. Absent: Basse, McGee. Judges: Chesney. Staff: Botka, Exnicios. Guests: Jim Licavoli, LCRS Director; Dr. Laura Grieneeks, YGC Health Care Services; Joe Spaeth, YGC Public Defender; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Gloria Burchard, YGC School Principal; Dr. Timothy Armistead, Mayor's Criminal Justice Council.

APPROVAL OF MINUTES:

It was M/S/C to approve the October minutes as mailed.

CORRESPONDENCE:

The Secretary of the Commission stated there was correspondence on the following subjects: 1) General Correspondence; 2) Announcements, Periodicals, Brochures, etc.: 3) Caesar Dedication Memorial; 4) Correspondence re grant for investigation of child abuse allegations. A letter from Dr. Richard Caesar, dated Oct. 18, expressing his appreciation of the dedication ceremony of the YGC Chapel in memory of Commissioner Lois Towles Caesar was read to the Commission.

The Commission correspondence file for the month of October was circulated to Commission members.

GUEST SPEAKER:

Chairman Laws introduced Jim Licavoli, Director of the Log Cabin Ranch School.

Mr. Licavoli gave a brief review of funding from private foundations and will continue to seek monies from that source. The School Department will include funding for two vocational instructors in their 84-85 budget.

GUEST SPEAKER:

Mr. Licavoli gave an update on the four vocational programs: 1) Basic Electronics; 2) Auto Shop; 3) Food Services and 4) Building Maintenance, which are all moving forward successfully. A brief review was given as to what occurs when a youth first enters LCRS as to assessment and testing to determine individual needs and appropriate program. Participants in the vocational training program receive school credits and work experience.

Greater emphasis is being placed on what happens when a youth leaves LCRS, i.e.; the youth appears before the Judge with a plan prepared for him and excellent support groups are being formulated--the Peer Support Group, which supplies on-going contact after leaving, and the Parents Support Group. A brief listing of community agencies supplying services was read and an eventual goal of 25-30 businesses to hire youth is in progress. The Commission can be of assistance in supporting the request for three additional counselors for the Ranch.

JUDGES' CORNER:

In the absence of Judge Hanlon, Judge Chesney reported on a new program designed to place a sense of responsibility on youth for his/her actions and to secure for the minor a brief period of custody care and discipline as near as possible the equivalent of that which should have been provided by the parent. Youth who have not previously been committed to Juvenile Hall or a similar placement and who are not currently residents of such facilities are eligible for this program.

Youth will be detained for a period of up to 14 days.

Court Forms: Judge Chesney circulated copies of the new court forms among Commissioners for their information. These forms are resulting in an overall saving to staff.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistical report in the Commissioners' folders.

Central Receiving Center: Interest was expressed by those present at the 10/28 meeting that they would like to implement something by December 1, and the time for receiving proposals was extended to Nov. 11. Due to the various steps involved, Mr. Botka indicated that a December 1 starting date is most unlikely. Commissioners Costello, Figone, Gilbert and Romero will serve on the advisory board to review proposals.

AB759: Mr. Botka stated this bill, dealing with emotionally disturbed youth, is being revived.

Emotionally Disturbed Detainees: Concern about potential suicides was discussed and the strain on services and staff in meeting this problem. Dr. Grieneeks expressed concern about youth too disturbed for custody in a Juvenile Hall setting. The shortage of help in Juvenile Hall, due to budget cuts, makes this a difficult area for appropriate staff to handle. After thorough discussion, it was agreed that Mr. Botka, Dr. Grieneeks and Judges Hanlon and Chesney would supply statistics and propose alternatives to this problem and the type of treatment these young people require by November 11.

It was M/S/C the Chair appoint the Institutions Committee to review the materials submitted by Mr. Botka, Dr. Grieneeks and the Judges.

Commissioner Grandin, as Chairman of the Institutions Committee, was appointed to handle this matter.

Management Audit Report: This report was discussed very briefly. Mr. Botka stated that a copy of this report is available in his office for the Commission's review.

CHAIRMAN'S REPORT:

Commission Meeting: Chairman Laws advised that the December 1 meeting date will be used for review of Mr. Breed's report, and December 8 will be the regular Commission meeting. Commissioners will be notified where to meet on December 1.

It was M/S/C to have two meetings in December.

Committee Assignments: Chairman Laws made the following committee assignments: Central Receiving Facility--Commissioners Costello, Figone, Gilbert and Romero; Foundations Funding---Commissioners Cayton, Wada and as Co-chairmen Commissioners Marovich and Costello. Chairman Laws will act as an ex officio member of these committees.

COMMITTEE REPORTS:

Institutions: Commissioner Grandin reported on the effect of budget cuts on replacement of counselors off on comp. time and vacation leave. Mr. Foote will deal with the problem as it arises. In the meantime, operations will proceed as usual.

Legislative: Commissioner Webb reported AB1071, dealing with elimination of local JJ/DP Commissions, is "alive" again. She will continue to track this bill.

Chairman Laws introduced Mr. Robert Smith, Mr. Allen Breed's associate, to the Commission and guests upon his arrival at the meeting.

Nominating Committee: Commissioner Cayton reported the committee had agreed unanimously upon the nomination of Commissioner Kelleher to succeed Commissioner Costello, who has resigned, as Commission Secretary.

It was M/S/C that Commissioner Kelleher be elected to the position of Secretary to the Commission.

SPECIAL COMMITTEES:

Detention Services Task Force: Commissioner Grandin reported that Commissioners have been contacted about the interviewing process in conjunction with Messrs. Breed andSmith, and this process is approximately one-third accomplished. Questionnaire packets and copies of the memo of understanding were placed in Commissioners' folders. November 14 is the deadline for interviews to be completed. Former Juvenile Court Judges, as well as Judges Hanlon and Chesney, will be interviewed by the Consultants.

Goals & Evaluation Task Force: Commissioner Marovich reported minor adjustments had been made to the Role & Responsibilities document as it was received in the mail.

Restructuring Commission Meeting: Commissioner Ayala reported the Commission members were sent a report from the Restructuring Committee in the mail, and he requested discussion be deferred to an Executive Session or a later meeting.

Chairman Laws reminded Commissioners the January 5 meeting would start at 11:00 a.m. for discussion of the restructuring proposal and go into Executive Session immediately thereafter. Regular meeting will begin at 12:30 p.m.

SPECIAL REPORT:

Truancy Project: Commissioner Figone had prepared, at Judge Hanlon's request, a report on the Truancy Project. Due to insufficient time, his report will be tabled until the December meeting.

LIAISON REPORTS:

DPC/DPCC: Commissioner Romero and Jane Asselin reported on the latest meeting and discussed the following items: 1) Vacancies on the Delinquency Prevention Commission and the possibility of having a graduate of the Log Cabin Ranch program serve on the Commission; 2) Proposal for Youth Commission or Office and the need for coordination of youth services and the desire for a strong element of youth and community participation. Structure is still unsolved as to whether Commission or Office.

Jane Asselin requested the Commission send a letter of support for this proposal to the Mayor.

It was M/S/C to extend the meeting 15 minutes.

The request for a letter of support created considerable deliberation and input by all Commissioners present as to the Commission's position on this proposal.

It was M/S/C the Commission supports the concept of a coordinating "desk" in the Mayor's office to coordinate youth and family problems in San Francisco.

It was M/S/C this coordinating body or "desk" have sufficient resources to do the job of coordinating youth services in the City.

ADJOURNMENT:

It was M/S/C to adjourn the meeting to Executive Session at 2:50 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

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TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: December 8, 1983 Regular Commission Meeting.

Notice

Please note that the December Commission meeting has been changed from the first Thursday of the month to the second Thursday.

The meeting will be held in the Main Conference Room at 375 Woodside Avenue.

The meeting will start promptly at 12:30 p.m. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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MINUTES OF DECEMBER 8, 1983 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:30 p.m.

ROLL CALL:

Present: Laws, Grandin, Kelleher, Ayala (late), Basse, Cayton, Figone, Smith, Wada, Webb. Excused: Costello, Gilbert, Marovich, Romero. Judges: Chesney. Staff: Cain, Askins, Doyle, Exnicios. Guests: Robert Smith, Consultant; Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Claire Zvanski, Delinquency Prevention Commission.

APPROVAL OF MINUTES:

It was M/S/C to approve the November minutes as mailed.

CORRESPONDENCE:

The Secretary of the Commission stated there was correspondence on the following subjects: 1) General Correspondence, calling special attention to a letter from Chairman Laws to Mayor Feinstein re support of a concept of S.F. Office or Commission on Youth & Families and letter from Mayor Feinstein to Chairman Laws thanking us for our concern on this matter; 2) Announcements, Periodicals, Brochures, etc.; 3) Letter re Caesar Dedication Ceremony.

The Commission correspondence file for the month of November was circulated to Commission members and periodicals, etc. are available for review in the Commission Office. A list of November correspondence and mailings received is attached to and incorporated in these minutes. Procedure for recording of correspondence relative to minutes will be reviewed and discussed in January as part of "Restructuring our Commission Meetings".

Chairman Laws welcomed the guests, and requested Commission's approval to move Item 13-a to be heard out-of-order and the request was granted.

Transmittal of Breed Report to Court, (Item 13-a): Chairman Laws read letter of transmittal, addressed to Judge Ertola, to the Commission.

It was M/S/C to send letter to Judge Ertola with his copy of Mr. Breed's report.

Chairman Laws thanked Mr. Robert Smith, on behalf of the Commission, for his tremendous effort in the preparation of the Management Audit Report of the San Francisco Juvenile Hall.

SPECIAL REPORTS:

Probation Fishing Program: Mel Askins, JC Probation Officer, gave a report on the Probation Fishing Program which is sponsored by the Probation Officers' Association and supported by a $3,000 donation from the Volunteer Auxiliary. They work with the Police Department and the Campfire Boys; and Girls' Organizations on recreation programs. The program is the result of the initiative of line probation staff, but is not an official program of the Probation Department. He gave a brief report on some of the trips and activities and the excellent response and success that was achieved. He stressed the potential base for probation/ward involvement.

He expressed the desire for the Commission, administration or judges to go to the line staff for programming ideas, as they are the provider of probation services and knowledgeable as to what is effective. Some of the guidelines and cooperation received from administration and judges were explained. The liability issue has been cleared up, the 4-H insures up to $1,000,000 on these trips, and the City Attorney advised the involvement in such recreational activities is within the realm of probation services. In order to achieve implementation and responsibility for this program, it is necessary for it to become an official probation program. Members of the staff, who are active outdoor enthusiasts, will participate.

He requested the Commission's assistance to get the administration to implement such programs, and the need for someone from the Commission to become involved in this program to ascertain what they are trying to accomplish.

It was M/S/C the Probation Services Committee work with Mr. Askins and his group to establish program.

Project Stay at School: Commissioner Figone presented an update on this program and reviewed statistics and various phases of the program. It is noteworthy, that since the inception of this program, youngsters are now coming in on their own after hearing of this project and requesting assistance. However, lack of parental participation still remains a major area of concern. There have been no complaints as to police involvement in this program, and the Housing Police and Federal Police are also working with the School Department in this program. Overall, the project is working fine and cooperation has been excellent.

Community Day School: When a youngster is expelled from a district school in San Francisco, he is expelled from all schools. Research has disclosed there is a section of the Education Code that authorizes the district to establish a County Community Day School. A proposal was written up for establishment of such a school and Judge Hanlon and the Superintendent of Schools endorsed it. The purpose is to offer an educational opportunity to youngsters who are going through the Court system, and who cannot make it in the regular schools. The Court now has the option to place youngsters, who have not committed offenses, in one of these special schools. They are placed in a smaller setting; ratio of students to teachers.. Special School, 16 to 1; Regular School, 30 to 1. Youth are responsive to and have a need for individual attention and encouragement.

JUDGES' CORNER:

Judge Chesney reported that on Monday, December 12 the Juvenile Court Committee of the Superior Court will meet with the Juvenile Justice Commission to receive Allen Breed's Report. They will also discuss whether or not to request funding of the CASA program through the Superior Court budget or to recommend that the Probation Department make that request.

Study Hall: Judge Hanlon wanted mention of the Study Hall program on weekends, and the problems encountered are in the process of being corrected.

Women in Criminal Justice: This is an excellent program which had a fund-raising event; toys were collected which the Volunteer Auxiliary will distribute for Christmas.

Special Olympics: This is another excellent group which also had a recent fund-raising event.

Reappointment: Judge Hanlon reappointed Lou Gelfand Webb to the Commission December 1, and reappointed Yori Wada to the Commission on December 7.

Edgewood Center - Media Meeting: Judge Chesney reported Commissioner Grandin, on behalf of the Court, attended a meeting with representatives of the media at Edgewood Center. Commissioner Grandin was the last of four speakers and, as the topics of discussion had already been thoroughly discussed (problems of coordination of main services in SF which are coming up in the Christopher T case, federal budget cutbacks, particularly AFDC program and the lack of sub-acute facilities for youth in SF), she added the per-

spective of the Commission and YGC on those subjects. She discussed the area of violence in schools, and gave a basic educational report on the Youth Guidance Center. Judge Chesney suggested, in light of the enthusiastic response to Commissioner Grandin, the Commission should follow up on communication between the media and the Commission.

CHAIRMAN'S REPORT:

Management Audit Report: Chairman laws reminded the Commission that the copies of Allen Breed's report distributed to them should be treated as confidential until such time as it is made public.

Action Conference: Chairman Laws urged all Commissioners to attend the Action Conference on Feb. 24 and 25, 1984, at the Airport Hilton, which is a state-wide meeting of all DPC and JJCs and the major topic of discussion will be "Delinquency Prevention". Governor Deukmejian and Alfred Regnery will be guest speakers.

Network Conference: Chairman Laws reported the "Network Conference" will be held on February 7, 1984, and the Commission has been approached as to whether or not they would like to co-sponsor the event.

It was M/S/C the Juvenile Justice Commission be co-sponsor of the 7th Annual Network of Services Conference for Families, Children and Youth.

Commission Gifts: The Commission received a gift from a guest, who had visited during her stay in San Francisco, and who is a member of the Metropolitan Police in London. The Plaque was accepted by Chairman Laws on behalf of the Commission.

Chairman Laws also accepted pictures of the Lois Towles Caesar Dedication Ceremony given to the Commission by Commissioner Caesar's sister-in-law, Mrs. Alberta Loyd, on behalf of the Commission.

COMMITTEE REPORTS:

Institutions Committee: Commissioner Grandin reported there will be a joint meeting on December 15 between the Mental Health Community Advisory Board, responsible for YGC Psych Services, and the Institutions Committee to discuss the youth who are not being adequately served at YGC, but who do not require more acute psych services.

Juvenile Court: Commissioner Cayton reported on visits he has made to detainees in Juvenile Hall. He feels it is important for Commissioners to have personal contact with the detainees.

Commissioner Cayton also reported on the profound, positive effect the Senior Tutors have upon the youth. They provide not only tutoring services, but the youngsters look forward to their visits because of their concern and caring.

LIAISON REPORTS:

DP/DPCC: Claire Zvanski reported her Commission is looking at different legislation; namely, AB1071, which is now AB1186, and the many issues in this bill needing careful attention. The DPC will be changing its meeting place and offices within the next several months, and will keep JJC informed.

Action Network: Commissioner Ayala had just come from a meeting and among topics discussed was a state-wide effort to get JJC and DPCs, especially in this region, to make an organized effort to prepare proposed budgets. It is hoped to have this collection of data for presentation at the CPPCA Conference in May to obtain legislative action in favor of some funding for these commissions. Commissioner Avala's Committee will follow through on preparation of a proposed budget for the SF Juvenile Justice Commission.

Psychiatric Community Advisory Board: Commissioner Grandin reported on changes in bylaws. They have two categories of members: 1) Representative from an agency or another mental health district; 2) Members who are elected to the Commission. Her representation has been changed from being an elected position to being a representative position. This means the JJC will now be able to have a position on the board, if desired, and does not have to be a Commissioner but someone our Commission chooses.

Psych Panel: Commissioner Grandin reported on this panel. The need for psychiatric evaluation of youth has now been clarified: 1) needs of the Court; 2) needs of Probation Department for evaluation of youth for placements. A leeter was sent to a broad range of professional and groups notifying them of the formation of this panel. Dr. Tom Peters, along with a group of psychiatrists and psychologists, will help to evaluate and screen people who apply for this panel.

Child Abuse Allegations: Commissioner Grandin reported there are two documents: 1) specific responses to the allegations which has all the information the Commission supplied and which is basically a fact chart; 2) a summary prepared by Steve LaPlante as to problems which he has identified.

Youth Emergency Services Coalition: Commissioner Grandin has been attending meetings of this group which is concerned with the needs of runaways and homeless youth in San Francisco, many of whom do not live in the City. The mayor has approved $70,000 to start a multi-service center for these youth.

TREASURER'S REPORT:

In the absence of Commissioner Romero, Chairman Laws reported on the current balance in checking account.

SECRETARY'S REPORT:

Commissioner Kelleher reported on participation hours to date, and requested Commissioners to turn in all participation forms.

NEW BUSINESS:

Central Receiving Facility: Commissioner Figone gave a brief update. The deadline for proposals has been extended to Dec. 16. He has visited two of the proposed sites and found them outstanding. It will be a difficult decision and input from probation staff will be helpful in selection.

ADJOURNMENT:

It was M/S/C to adjourn the meeting to Executive Session at 2:25 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF NOVEMBER 1983

11/4/83	Copy of letter to Mr. Botka from Carole Brill, Legal Services for Children, Inc., re probation policy and procedures.
11/7/83	Letter from Chairman Laws to Dwight McGee re his intentions regarding Commission membership.
11/14/83	Letter to Mayor Feinstein from Chairman Laws re support of a concept of S.F. Office or Commission on Youth & Families.
11/14/83	Letter to Chairman Laws from Supervisor Louise Renne re funding for central receiving facility for status offenders.
11/15/83	Letter from Chairman Laws to Joseph Botka re Information for Dec. 8 Commission meeting.
11/17/83	Letter to Chairman Laws from Office of Criminal Justice Planning re Preparation of 1983 Performance Report.
11/17/83	Copy of letter from Joseph Botka to Carole Brill, Legal Services for Children, re Ms. Brill's letter of 11/4/ expressing several areas of concern pursuant to her visit with a detainee at YGC on 11/3/83.
11/17/83	Letter to Chairman Laws from Mayor Feinstein re acknowledgment of Chairman's letter of support for establishment of a Commission or Office on Children, Youth & Families.
11/22/83	Letter to Sue Erlich from Chairman Laws re quarterly report.
11/28/83	Letter to Chairman Laws from Mayor Feinstein re coordination of children, youth and family services in response to Chairman's letter of 11/14/83.
11/29/83	Copy of letter to Joseph Botka from Youth Authority re the Youth Guidance Center has passed inspection.
11/83	Announcement from Peninsula Hospital & Medical Center re their Alcohol & Drug Rehabilitation Treatment Program.
11/83	ACTION Newsletter Vol. 4
11/83	Copy of Bay Guardian 10/26 to 11/2/83 Issue.
11/83	Announcement from Comprehensive Child Crisis Service to Commission re a multi-lingual, 24-hour crisis intervention service sponsored by the Psychiatric Service of Children's Hospital of SF.

11/83 Catalog from Youth Authority to Commission re Law Enforcement Programs.

11/83 Announcement from Multicultural Coordinating Council for Children and Families, Inc. to Commission re project information sheet relative to their programs, services, and training programs.

11/83 Announcement from Clark Boardman Co., New York, N.Y. to Commission re subscription to "Drug Law Report".

11/83 Copy of Unity Group Newsletter to Commission from Mental Health Association of San Francisco.

11/83 November issue of San Francisco Business.

11/83 Announcement from Learning Publications, Inc. to Commission re manuals available on Incest, Child Abuse and Neglect, Children of Alcoholics, Confrontation, and Helping Battered Women -- order form enclosed.

11/83 Fall 1983 issue of Directions, Region IX, Resource Center for Children, Youth and Families.

11/83 Issue of "Tenderloin Times".

11/83 November issue of "Action Alert".

11/83 Newsletter from Friends Outside.

11/83 Autumn issue "Stop Crime".

11/83 Copy of "Legislative Status Report" 83-84 from Dept. of the Youth Authority.

11/83 Announcement from SF Women in Criminal Justice of Buffet Luncheon to be held 12/7/83.

11/83 Announcement from "Friends Outside" of Ex-Offender Job Search Training Workshop beginning 12/12/83.

11/83 Copy of Program Outline from Governor's Office to Commission re Governor's 1983 Holiday Crime Prevention Program.

Correspondence re Caesar Dedication Memorial:

11/7/82 Letter from Chairman Laws to Dr. Richard Caesar re his letter of appreciation to Commission for dedication of Lois Towles Caesar Chapel at YGC.

Correspondence re Allen Breed Study:

11/15/83 Letter from Chairman Laws to Allen Breed re Possible Subject of Discussion in Study.

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Notice

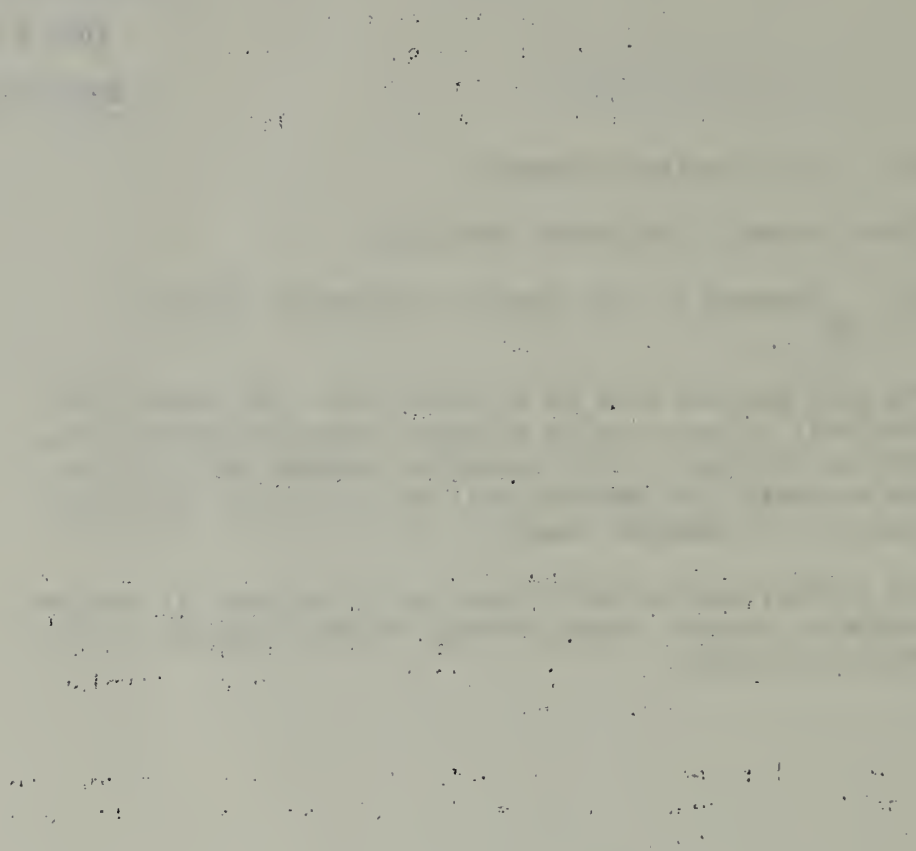
TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: January 5, 1984 Regular Commission Meeting

The next meeting will be at 11:00 a.m. The first half hour will be reserved to discuss "Restructuring the Commission Meetings", with Executive Session at 11:30 a.m. for an hour. The meeting will be held in the Airplane Room at 375 Woodside Avenue.

The regular meeting will begin at 12:30 p.m. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).



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MINUTES OF JANUARY 5, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:40 p.m.

ROLL CALL:

Present: Commissioners Laws, Grandin, Kelleher, Romero, Ayala, Cayton, Figone, Gilbert, Marovich, Smith, Wada, Webb. Excused: Commissioners Basse, Costello. Judges: Hanlon, Chesney. Staff: Joseph Botka, Aimee Exnicios, Henry Reynolds. Guests: Dr. Laura Grieneeks, YGC Health Care Services; Claire Zvanski and Jane Asselin, Delinquency Prevention Commission; Joe Spaeth, YGC Public Defender; Dr. Timothy Armistead, Mayor's Criminal Justice Council.

APPROVAL OF MINUTES:

It was M/S/C to approve the December minutes as mailed.

CORRESPONDENCE:

The Secretary of the Commission stated the correspondence file for the month of December was circulated to Commission members, and periodicals, etc. are available for review in the Commission Office. A list of December correspondence and mailings received is attached to and incorporated in these minutes.

JUDGES' CORNER:

Reappointment: Judge Hanlon reappointed George Romero to a four-year term on the Commission.

1983 Review: Judges Hanlon and Chesney thanked all Commission members for their cooperation, support and work of the previous year. Judge Hanlon commented on some of the changes which occured in 1983; such as, the work of the Commission, Stay in School program and the success of the Study Hall, Community Day School and 14-Day Evaluation and Adjustment programs.

Management Audit Report: Judge Hanlon discussed the report's acceptance by the Juvenile Court Committee of the Superior Court and it will be presented to the Judges as a whole. He anticipates making a proposal, as recommended in the Breed report, for a new facility. He has met with Messrs. Botka and Foote as to recommendations for the physical plant in both short-term remedial action and long-term recommendations if a new facility is not feasible.

Areas of Concern: Several areas of concern are: 1) Substance Abuse: getting youth into good programs to combat drug and alcohol problems. 2) Out-of-Home Placements: Judge Hanlon would like to have the Commission periodically inspect the principal out-of-home placements used by the Court and report back as an independent, investigative body.

Funding Problems: Judge Hanlon reported that both C.A.S.A. and the Senior Tutors are experiencing funding difficulties, and that both are excellent programs.

Legislative Changes: Judge Hanlon reported that there are state legislatures throughout the country, including California, which have bills pending that would make juvenile offenders "little adult offenders". These laws would erode the rights of 95% of juveniles who are not serious offenders. He requested the Commission's support to help prevent this action.

Breed Report: Judge Hanlon requested Chairman Laws and Commissioner Cayton, chair of the Court Committee, to work with the Chief Probation Officer to implement the recommendations of the Breed report as they are formulated. He also requested Mr. Botka to notify him as to those recommendations he believes are appropriate to adopt both on short and long-term basis.

Court Calendar: Judge Hanlon announced that there is now a computer for Court Calendars and hopes it will be operational in about a month.

Mental Health Calendar: Judge Hanlon announced that as of today the Mental Health Calendar is no longer the responsibility of the Juvenile Court and will be heard by other judges of the Superior Court.

CHIEF PROBATION OFFICER'S REPORT:

Statistics:: Mr. Botka reviewed the statistical report in the Commissioners' folders.

Central Receiving Facility: Mr. Botka announced the selection of Youth Advocates to provide the Central Receiving Center and thanked the Commission for its assistance. He requested Chairman Laws to appoint a committee of approximately four members as representatives of the JJC to work with him in an advisory capacity. They will work along with representatives of the Board of Youth Advocates to monitor, report back, do a community relations job and provide input to him.

Wang Word Processing: Mr. Botka reported visiting the Wang Laboratories and is preparing to take a step forward to provide word processing for the entire building in coordination with the Public Defender's Office, District Attorney's Office and, possibly, the Psych Services. The EDP operation downtown is giving outstanding cooperation and advice in this endeavor.

Stay-in-School programs: Mr. Botka reported he has received requests from other counties about this very successful program.

New Legislation: Mr. Botka reported on new legislation that would require judges to fine a youth or impose community service. This will create an impact on juvenile probation to revamp and develop new programs to meet this demand and he will keep the Commission informed.

CHAIRMAN'S REPORT:

Chairman Laws announced that the Commission's Annual Report is due by January 31.

Network Conference Liaison: Chairman Laws announced Commissioner Webb has accepted an appointment as liaison to Network Conference to be held 2/7/84 and will report back next month.

Bylaws Committee: Chairman Laws announced appointments to the Bylaws Committee as follows: Michael Marovich, Chairman; Joe Ayala and Jewel Basse.

It was M/S/C to approve the committee and liaison appointments.

Commission Minutes: Commissioner Ayala with the assistance of Commissioner Webb will devise a new method of editing minutes, and the January minutes will reflect the new process.

Conference Dates: January 10, 1984 "Window on the Future: Forum, sponsored by Coleman Children & Youth Services in SF. Chairman Laws requested Commissioners Grandin and Wada to try to attend. 2) January 12, 1984 A.C.T.I.O.N. Region III Conference. Our Commission will host this meeting which is the last chance to formulate plans for the big conference in February. 3) February 7, 1984 Network Conference. Commissioner Webb will report on this conference at the next meeting. 4) February 24 and February 25, 1984 A.C.T.I.O.N. Conference. To be held at the SF Airport Hilton.

In Memorium: Chairman Laws announced the Commission would adjourn today in honor of the memory of two recently deceased Juvenile Court employees, Dorothy Borchelt and Eliza George.

COMMITTEE REPORTS:

Institutions: Commissioner Grandin expressed concern because of some confusion between the Commission's release of the Breed report, and the report of the Mayor's Committee. Several community members have asked when the Commission will release findings on the child abuse investigation, and she has directed them to Rotea Gilford who is in charge of the Mayor's investigation.

Commissioner Grandin also reported on meetings between the Youth Issues Committee of the Mental Health Community Advisory Board and the Institutions

Committee in regards to youth who are not being adequately served at YGC, but who do not require more acute psych services. The next meeting is January 19 at 10:00 a.m.

Juvenile Court Committee: Commissioner Cayton reported on his visits to the cottages and recommends that each Commissioner should visit the detainees and counselors.

Probation Services: Commissioner Romero reported on a plan to better organize the work of the committee. One goal is to become better informed as to what services the Probation Department actually provides. The committee has selected the new 14-Day Evaluation program to observe and follow-up.

LIAISON REPORTS:

DPC: Jane Asselin reported on ads in the October issue of Vogue and the December issue of Harpers Bazaar featuring a very young male and remale child, respectively, in ads that were inappropriate and which the DPC considered to be pornographic. Letters were sent to the editors of the magazines and to the Chronicle protesting the publication of this material.

DPCC: Jane Asselin had just come from a meeting in which Robert Smith participated in a question and answer session re the Management Audit Report of Juvenile Hall, and reported this was an excellent meeting and Mr. Smith was most supportive of the staff.

Chairman Laws also attended this meeting and expressed the mutual desire for the Human Rights Commission, Delinquency Prevention Commission and the Juvenile Justice Commission to meet and work together. The meeting ended in a very positive and cooperative spirit.

Psychiatric Community Advisory Board: Commissioner Grandin reported that the C.A.B. has changed their bylaws. Previously, the JJC representative had a position as a member at-large, but now the JJC itself has a representative position. This means that there will always be a slot on the Board for someone from this Commission and the position has become a liaison position.

TREASUEER'S REPORT:

Commissioner Romero reported on the current balance in checking account.

SECRETARY'S REPORT:

Commissioner Kelleher requested all Commissioners to turn in their Hours of Participation Forms.

NEW BUSINESS:

New Facility: Commissioner Marovich suggested the Commission consider how to respond and implement the recommendations in the Breed report, and how the JJC could best assist the Superior Court in this endeavor. After a brief discussion as to the advisability of a feasibility study, it was decided the Commission's recommendation of such a study be sent to the Superior Court.

It was M/S/C resolution addressed to the Superior Court, through Judge Hanlon, to support the concept of a feasibility study for a new or improved facility at Youth Guidance Center.

ADJOURNMENT:

It was M/S/C to adjourn the meeting in memory of Dorothy Borchelt and Eliza George and to Executive Session at 2:00 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF DECEMBER 1983

12/5/83 Letter from Judge Hanlon to Chairman Laws re change of location and time of meeting of December 12, 1983.

12/7/83 Letter to Chairman Laws from Joseph Botka re Information for Dec. 8 Commission meeting.

12/12/83 Letter to Chairman Laws from Joseph Botka re Seriously Disturbed Youth.

12/12/83 Letter from Chairman Laws to Dr. Tom Peters re Commissioner Crandin's correspondence.

12/83 Letter to Chairman Laws from Deux Chance re she had been chosen to be recipient of Community Distinguish Leadership Award.

Chairman Laws replied, via phone call 12/9/83, it would be innapropriate to accept as four commissioners are on committee making decision re 601 Facility.

12/16/83 Copy of letter from Office of Criminal Justice Planning to John Farrell, Controller SF, re Detention Services Evaluation.

12/19/83 Letter from Chairman Laws to Sue Erlich re draft of report on project.

12/19/83 Letter to Chairman Laws from Network of Services for Families, Children & Youth in SF re thanking Commission for co-sponsorship of "7th Annual Network of Services to Families, Children & Youth in SF" and Network Conference Local Issues Planning meeting 1/9/84.

12/23/84 Joint letter from Chairman Laws & Stuart E. Patt to interested & concerned parties re "Save the Date" flier for A.C.T.I.O.N. Statewide Network Conference to be held Feb. 24 and 25, 1984 at the SF Airport Hilton.

12/27/83 Invitation to Chairman Laws from Mental Health Association of SF re Salute to Volunteerism Dinner on 2/9/84 honoring Mrs. Joseph V. Costello, Jr.

12/83 Notice from Church of Scientology to Commission re they are engaged in an "open house" program and personal tours of church relative to communication and interaction with the community.

12/83 Letter from LaCasa de las Madres to Commission re their request for contributions to aid battered women and their children.

12/83 December issue of "San Francisco Business".

12/83 December issue of "Tenderloin Times".

12/83 Winter 1983 copy of "Youth Issues".

12/83 Notice from UC Berkeley Extension re Courses in Behavioral and Health Sciences, Spring 1984, Berkeley and San Francisco.

12/83 November 1983 copy of the "The 1982 Jail Report" from Dept. of the Youth Authority re Minors Detained in California Jails and Lock-ups in 1982.

12/83 Notice from Network of Services for Families, Children & Youth in SF re "7th Annual Conference" 2/7/84 with registration form enclosed.

12/83 December issue of "Update" published by the San Francisco Housing Authority.

12/83 Notice from Californians Preventing Violence with invitation to become founding member of organization.

Correspondence re Caesar Dedication Memorial:

12/12/83 Letter from Chairman Laws to Richard Caesar re color prints received from Mrs. Alberta Loyd for Commission.

12/12/83 Letter from Chairman Laws to Mrs. Alberta Loyd re color prints of Caesar Dedication Ceremony and thanking her on behalf of Commission for gift of the prints.

Correspondence re Child Abuse Allegations:

12/12/83 Letter from Chairman Laws to Rotea Gilford, MCJC, re summary of findings to be prepared by Steve LaPlante.

Correspondence re Allen Breed Study:

12/8/83 Letter from Chairman Laws to Judge Ertola re transmittal of Allen Breed Management Audit Report.

12/12/83 Letter from Chairman Laws to Fred Whisman re appreciation for work done on Management Audit Report.

12/13/83 Letter from Chairman Laws to Mayor Feinstein re transmittal of Management Audit Report.

12/13/83 Letter from Chairman Laws to Supervisor Nelder re transmittal of Management Audit Report.

12/20/83 Copy of letter from Allen Breed to Fred Whisman re Consultant services, expenses relative to Management Audit Report.

12/22/83 Letter from Chairman Laws to Mr. Thomas Chin, Foreman 1983-4 Civil Grand Jury re transmittal of Allen Breed report.

12/22/83 Letter to Mr. Thomas Smegal from Chairman Laws re transmittal of Allen Breed Management Audit Report.

12/22/83 Letter from Chairman Laws to Mr. Ronald Hayes, CYA, re transmittal of Management Audit Report.

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
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Notice

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: February 2, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
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Minutes 2/2/84

CALL TO ORDER:

Chairman Laws convened the meeting at 12:47 p.m.

ROLL CALL:

Present: Commissioners Laws, Grandin, Romero, Basse, Cayton, Costello, Gilbert, Marovich (late), Smith, Wada. Excused: Commissioners Kelleher, Ayala, Figone, Webb. Judges: Hanlon, Chesney. Staff: Joseph Botka, Jeanne Bailey, Aimee Exnicios, Judy Hogan. Guests: Claire Zvanski and Cheryl Towns, YGC Volunteer Auxiliary; Dr. Timothy Armistead, Mayor's Criminal Justice Council.

APPROVAL OF MINUTES:

It was M/S/C to approve the January minutes as mailed.

CORRESPONDENCE:

The correspondence file for the month of January was circulated to Commission members, and periodicals, etc. are available for review in the Commission office. A list of January correspondence and mailings received is attached to and incorporated in these minutes.

GUEST SPEAKER:

Chairman Laws introduced Judy Hogan, Supervising Probation Officer of the Private Placement Division. Ms. Hogan gave a report as to placement procedures including the initial screening of new cases, and selection process for new placements. The State Department of Social Services sets the rates. She suggested that the Commission could be of most help in the area of public relations. For example, to help the community understand the need for these homes and that it is appropriate for these homes to be located in residential neighborhoods. She did not feel it would be worthwhile for members of the Commission to inspect the placements on a regular basis as her staff's unscheduled visits do a better job of checking and finding if anything is remiss.

JUDGES' CORNER:

Statistics: Judge Hanlon reported on the increased Court workload especially in the area of dependency and contested hearings.

Court Calendar: Judge Hanlon announced the start-up time for computerized Court Calendars will be the latter part of March.

Wintu Program: Judge Hanlon reported on a visit to this clinic in Sacramento and he was very impressed. It is a program for emotionally disturbed adolescents who have been committed to CYA. The youth must volunteer and apply for participation and it is a highly structured program.

Breed Report: Judge Hanlon reported the Juvenile Hall staff and Mr. Botka have sent him their short and long-term responses to the recommendations of the Breed report. As he requested at the previous Commission meeting, the chairman of the Juvenile Justice Commission and chairman of the Juvenile Court Committee have met with Mr. Botka to implement the recommendations of the Breed report as they are formulated and this is well under way.

Judge Hanlon has invited the Public Safety Committee of the Board of Supervisors to meet with him and tour the YGC in order to understand the problems that were addressed in the Breed report.

Youth Commissioner Vacancy: Judge Hanlon reported that he has been interviewing several possible commissioners for the vacancy for a youth commissioner on the JJC. One of the interviewees is an outstanding young woman, born and raised in San Francisco, who is an outstanding leader in her school.

Senior Tutors: This outstanding group has been experiencing funding problems. At Judge Hanlon's request, the YGC Volunteer Auxiliary funded transportation for this group for the month of February. The Auxiliary has also agreed to maintain the on-going cost of materials and supplies for this program.

Combined Juvenile & Adult Chief Probation Officer: As recommended in the Budget Analyst's Management Audit Report, a combined, single Chief Probation Officer for both adult and juveniles was discussed with the Public Safety Committee of the Board of Supervisors. They referred the matter to the Mayor and requested she meet with the Superior Court to resolve that matter and for recommendations.

C.A.S.A. Program The matter of funding this program is still being discussed as to whether it should be under the Superior Court or the Probation Department budget.

A.C.T.I.O.N. Meeting: Judge Hanlon referred back to the meeting he had attended in Sacramento as a member of the Task Force for Serious Delinquency in California called at the request of the Director of the CYA and Governor's staff. The report that the Task Force developed out of that two-day meeting will be presented at the statewide A.C.T.I.O.N. conference scheduled for February 24 and 25 at the San Francisco Airport Hilton.

New Facility: Judge Hanlon reported that in response to Chairman Laws letter to Judge Ertola, the resolution to have a feasibility study

for a new facility was passed unanimously by the Juvenile Court Committee and the Executive Committee of the Superior Court. The Court has not yet met as a "whole" but this matter will be on the agenda.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistical report in the Commissioners' folders.

Central Receiving Facility: Mr. Botka reported the contract with Youth Advocates is in the process of being finalized and the facility will be open by February 21. He will be participating this afternoon, February 2, in a combined ceremony to dedicate the Youth Emergency Services (YES) shelter for homeless youth and to recognize the anticipated opening of the Central Receiving Facility.

Emotionally Disturbed Youth: Mr. Botka attended several meetings this past month pertaining to the problem of emotionally disturbed youth at YGC. It was felt best not to have a separate unit for these youth, but to augment our own cottages with additional staff. The request for additional staff was incorporated in the Juvenile Court budget to meet the Feb. 1 budget deadline.

CHAIRMAN'S REPORT:

YGC Volunteer Auxiliary: It was decided to request a brief report from the YGC Auxiliary at the next Commission meeting.

Appointments: As requested at the previous Commission meeting by Mr. Botka, Chairman Laws announced the appointment of a Central Receiving Facility Committee consisting of Commissioners Patricia Costello, Robert Figone, Jonnie Gilbert and George Romero.

It was M/S/C to approve the committee appointments.

Annual Report: Chairman Laws distributed "draft" copies of the Annual Report to each Commissioner for review.

It was M/S/C the report was approved in "concept" and that it be left to the discretion of Chairman Laws to make non-substantive changes in the report.

Conference Dates 1) February 6-7, 1984 National Council on Crime and Delinquency is meeting in Sacramento. 2) February 7, 1984 Network Conference. JJC and DPC are co-sponsors of this conference. 3) Feb. 24-25, 1984 A.C.T.I.O.N. Network Conference. To be held at SF Airport Hilton. Recommendations from this group will go back to the Governor. It was M/S/C to make money available to send our Youth Commissioner, Joe Ayala to the A.C.T.I.O.N. Conference if he so wishes. 4) March 6-9, 1984 Annual Training Conference for the California State Juvenile Officers Association to be held in Sacramento.

Youth Emergency Services: Chairman Laws reported there will be an Open House for the Y.E.S. Center this afternoon, February 2 from 4:00 to 7:00 p.m.

Public Relations: Chairman Laws commended Mr. Botka for his "Press Release" and the excellent article on YGC entitled, "Second Chance" in the S.F. Independent.

COMMITTEE REPORTS:

Bylaws Committee: Commissioner Marovich reported he has not had the opportunity to coordinate with other members of the committee. Chairman Laws reminded him that according to the bylaws, it is necessary to have any suggested revisions mailed to the Commission by February 15.

Finance Committee: Commissioner Costello reported on the January meeting of the committee. She stated that there is a request for budget augmentation, including EDP equipment and for additional counselors. The request for funding of additional staff to help with the problem of the mentally disturbed youth at YGC had not been brought to the attention of her committee and the subject brought forth considerable discussion from Commissioners.

Institutions Committee: Commissioner Grandin stated it was her understanding there would be further meetings and discussion with Mental Health regarding the emotionally disturbed youth at YGC. She had understood that it had been decided not to open a mental health unit but to pursue the possibility of using psych staff differently during the day and to have some kind of crisis intervention team composed of someone from the psych clinic and a Juvenile Hall counselor to work nights and weekends. She felt the budget augmentation for additional staff was premature.

Jeanne Bailey stated that the emotionally disturbed youth (psychotic) were within the province of Mental Health, not Juvenile Hall counselors. She would be supportive of obtaining funds for Mental Health to perform this service.

Mr. Botka announced he would pull back the budget request as he can request funding at a later date in conjunction with Mental Health. It was decided that Commissioner Grandin should attend the February 9 meeting of Mr. Botka's staff and report that the Commission is not ready to move on this matter at this time.

Juvenile Court Committee: Commissioner Cayton reported on his visits to the cottages and meeting with Judge Hanlon.

TREASURER'S REPORT:

Commissioner Romero reported on the current balance in the checking account.

UNFINISHED BUSINESS:

Roles & Responsibilities: Commissioner Marovich moved to approve the Roles and Responsibilities document and forward to Judge Hanlon. It was M/S/C to approve the Roles & Responsibilities document and send to Judge Hanlon to present to the Superior Court.

Response to the Breed Report: CommissionerGrandin stated the proposed date for the Commission to meet in regard to Mr. Botka's response to the Breed Report is Wednesday, February 22 from 11:30 to 2:00 p.m. It was M/S/C to have this special meeting re Mr. Botka's response to the Breed Report.

NEW BUSINESS:

Single Chief Probation Officer for Juvenile and Adult: Commissioner Marovich reported that members of the Executive Committee are looking at the experience of other counties in consolidating CPO for both youth and adults and also at national trends regarding consolidation of that position. A report will be made at the next Commission meeting; a written report as to the pros and cons of this matter will be sent each Commissioner for review before the next meeting.

Possible Party for Employees: A party for employees of Juvenile Court was discussed. A committee was appointed consisting of Jewel Kolling Basse, Revels Cayton and Patty Costello to decide on a date in March and other details. It was M/S/C to authorize the JJC to give a party for staff of the YGC.

Vogue and Harper's Bazaar Magazines: Commissioner Cayton suggested individual Commissioners send a letter of protest to the above in response to recent layouts in their magazines.

ADJOURNMENT:

The meeting was adjourned at 2:40 p.m.

Respectfully submitted,

George Romero, Secretary Pro Tem
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF JANUARY 1984

1/5/84 Letter to Chairman Laws from Youth Emergency Services re invitation to Multi-Service Youth Center reception 2/2/84.

1/10/84 Letter from Chairman Laws to Mr. Joseph Kruger re condolences on behalf of the Commission upon the death of his wife, Dorothy Borchelt Kruger.

1/10/84 Memo to George Romero, with copy of memo from Joseph Botka, re Child Abuse Reporting and Procedures.

1/10/84 Letter to Commission from Claire Zvanski re layouts in Oct. '83 issue of Vogue and Dec. '83 issue of Harper's Bazaar.

1/10/84 Letter to Chairman Laws from Mr. Botka re Relationship of Juvenile Justice Commission to Staff.

1/11/84 Letter from Chairman Laws to Mr. Emanuel George Sr. re condolences on behalf of Commission upon the death of his wife, Eliza.

1/11/84 Letter from Chairman Laws to Ethel Schofield, re best wishes on her retirement from YGC.

1/84 Copy of letter to special committee of S.F. Bar Association, Youth Issues Committee from Thomas F. Smegal, Jr. re Meeting with JJC on 1/26/84.

1/84 Copy of draft of Juv. Ct. & Probation Guide to Victim Restitution from Arlene Saucer.

1/23/84 Memo to Chairman Laws from Joseph Botka re Vision Quest Presentation with informational material.

1/23/84 Letter to Chairman Laws from JJC, San Diego County, requesting communication derived from networking on three particular subjects.

1/24/84 Letter from Chairman Laws to Director, Project A.C.T.I.O.N. re Juvenile Court School Questionnaire completed by Gloria Burchard.

1/24/84 Copy of letter to Judges Hanlon and Chesney from Stuart E. Patt, S.F. DPC, re adoption of Management Audit Report recommendation of complete prior clearance from local, state and federal agencies for permanent and temporary Juvenile Hall staff.

1/25/84 Copy of "News Release" to Chairman Laws from Joseph Botka re Youth Authority Report of Minors Detained in Jails & Lockups in S.F.

1/84 Announcement from Child and Family Treatment Center, Children's Hospital of S.F., re job announcement for Staff Psychologist.

1/84 January 1984 issue of "San Francisco Business".

1/84 Announcement from Coleman Children & Youth Services re forum on "Window on the Future" findings to be held 1/10/84 with two copies of executive summary of report enclosed.

1/84 A.C.T.I.O.N. Newsletter and material re Conference on Feb. 24-25, 1984.

1/84 January 1984 issue of "Action Alert".

1/84 Invitation from S.F. County Operations, United Way of Bay Area, re reception celebrating opening of S.F. County Operations Office 1/24/84.

1/84 Announcement from Network of Services for Families, Children & Youth in S.F. of Seventh Annual Conference to be held 2/7/84.

1/84 Announcement from Community Advisory Board, S.F. General Hospital Psych Services and Forensic Psych Services, requesting residents of S.F. to apply for membership on the CAB.

1/84 Announcement from Institute for Contemporary Studies re Public Policy Conference to be held 2/23/84 and 2/24/84 in San Francisco.

1/84 Announcement of Eleventh National Conference on Juvenile Justice to be held in Las Vegas, Nevada on March 11-14, 1984.

1/84 Copy of 1/25/84 issue of San Francisco Independent".

Correspondence re Child Abuse Allegations:

1/10/84 Letter to Chairman Laws from Rotea Gilford re Steve LaPlante narrative report and "Table of Juvenile Detainee Abuse Allegations at the Youth Guidance Center - 1983."

Correspondence re Grant for Investigation of Alleged Child Abuse Allegations:

1/10/84 Letter to Chairman Laws from Joyce Smith, MCJC, re Grant Close-out.

Correspondence re Allen Breed Study:

1/10/84 Copy of letter to Judge Hanlon from Joseph Botka re Recommendations for Feasibility Study.

1/13/84 Letter from Chairman Laws to Judge John A. Ertola, via Judge Hanlon, re Commission adopted resolution supporting concept of feasibility study for new or renovated facility for the YGC.

1/18/84 Letter to Chairman Laws from Thomas W. Chinn, Foreman Civil Grand Jury, thanking her for sending them copy of Management Audit Report.

1/26/84 Letter to Chairman Laws from Rich Rose, CYA, re summary of the S.F. Management Audit Report.

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

Notice

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: March 1, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. in the Airplane Room. The first hour will be reserved for Executive Session. Prior to the Executive Session, our new youth commissioner, Tracy Harrison, will be sworn in as a commissioner by Judge Hanlon in his courtroom. The ceremony will begin promptly at 11:15, and all commissioners are urged to attend.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

MINUTES OF MARCH 1, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:40 p.m.

ROLL CALL:

Present: Commissioners Laws, Grandin, Kelleher, Romero, Cayton, Costello, Figone, Harrison, Marovich, Smith, Wada. Excused: Commissioners Ayala, Basse, Gilbert, Webb. Judges: Hanlon. Staff: Joseph Botka, Aimee Exnicios, Terry Twing. Guests: Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Judith Terracinu, Adult Probation Dept.; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Dr. Timothy Armistead, Mayor's Criminal Justice Council; Joe Spaeth, YGC Public Defender.

APPROVAL OF MINUTES:

It was M/S/C to approve the February minutes as mailed.

CORRESPONDENCE:

The Secretary of the Commission stated the correspondence file for the month of February was circulated to Commission members, and periodicals, etc. are available for review in the Commission Office. A list of February correspondence and mailings received is attached to and incorporated in these minutes.

GUEST SPEAKER:

Chairman Laws introduced Mary Hehir, President of the YGC Volunteer Auxiliary. Ms. Hehir stated the San Francisco YGC Auxiliary was the first group of its kind in the history of the Juvenile Courts in the United States.

The purpose is to provide programs and services not covered by the YGC budget and to promote the welfare of children under Juvenile Court jurisdiction. Among these many services and programs are recreational activities, job training, Orthodontic, medical, family therapy and psychiatric evaluations. Birthdays are remembered and holidays celebrated. All requests for assistance are made through probation officers, juvenile hall counselors and child welfare workers from the Department of Social Services.

Focus this year is to raise the visibility of the Auxiliary. The first step taken was to update their brochure and, secondly, their Board is support-

ive of a publicity campaign. The Auxiliary will inaugurate and send out a Newsletter. Copies of the new brochure were distributed to all Commissioners.

JUDGES' CORNER:

Youth Commissioner Appointment: Tracy Harrison was sworn-in as one of the Youth Commissioners by Judge Hanlon in a ceremony held this morning.

YGC Volunteer Auxiliary: Judge Hanlon commended the Auxiliary for the many services and needs supplied by their organization, and the excellent work training program in which young people work with members of the YGC staff.

Senior Tutors: Judge Hanlon requested the assistance of the YGC Volunteer Auxiliary to help finance this group, and he was pleased to announce they will fund this excellent group through June.

C.A.S.A.: Judge Hanlon reported the Superior Court took the position that funding should go through the Juvenile Court budget and, if the Mayor cuts it, the Superior Court will stand by to provide funding. The Superior Court also felt that the program should be administered by the Chief Probation Officer, not the Court.

Log Cabin Ranch School Committee: This committee oversees the grant funding that provides the LCR vocational program. Judge Hanlon discussed funding and statistics for the program and its financing for the next fiscal year. They are looking for implementation from two budgetary sources. Probation to pickup the counselors and School District the educational component of this four-pronged program.

Golden Gate Breakfast Club: Members of this group will give of their time and expertise to review the LCR programs to determine if training is adequate for graduates to get jobs.

Central Receiving Agency: Judge Hanlon announced this facility is now open and operational.

Public Protection Committee of the Board of Supervisors: Judge Hanlon reported this Committee will tour YGC on March 8 at 10:30 a.m. followed by a meeting with the Executive Committee of the JJC, Judge Chesney, Mr. Botka and himself.

Juvenile Court Committee of the Superior Court: The Executive Committee of the Commission is invited to attend a meeting of this Committee on March 19 at City Hall. The Superior Court approved a resolution for a feasibility study of a new Juvenile Hall facility and passed it on to the Board of Supervisors.

New Bill for Revision of Juvenile Court Law: A bi-partisan 9-bill package to reform the juvenile justice system has been introduced in the Assembly. It is based largely on recommendations contained in the Rand Corporation re-

port and the Commission on the revision of Juvenile Court laws. Judge Hanlon will keep the Commission apprised of this bill.

CHIEF PROBATION OFFICER'S REPORT:

Mr. Botka welcomed Tracy Harrison as one of our Youth Commissioners.

Statistics: Mr. Botka reviewed the statistical report in the Commissioners' folders.

Central Receiving Facility: Mr. Botka stated that the contract for this facility has been finalized and it is now open. The Status Offender Shelter at YGC will not be closed; however, a 50 percent drop in occupancy is anticipated. The members of the JJC who are on the Advisory Committee will be contacted within a few days to attend an introductory meeting with the members of the Board of Youth Advocates and the facility staff.

LCR Vocational Program: Mr. Botka stated the program has developed well during the past year with private money but we now need to stress after-care. Four staff member positions, employment training specialists, have been incorporated in next year's budget to counsel and obtain private industry employment opportunities for graduates of this program. Commissioner Costello will report next month as to the budget and how the Commission can be of assistance.

C.A.S.A.: Mr. Botka reported that the C.A.S.A. budget has been put into the Juvenile Court budget. Frank Moran, Sr. Probation Officer, is the liaison and on the Board of the C.A.S.A. project as a program tie-in to the Judge and CPO. This program only deals in 300 cases.

Breed Response Report: Mr. Botka stated that staff are actively involved in putting together policy statements in relationship to one of the primary highlights in the recommendations of the Breed report. A progress report on the specifics will be given next month, and, hopefully, will have most of the material ready with some presentation by June. He would like to have in-place a response and clear direction no later than November 1.

CHAIRMAN'S REPORT:

Chairman Laws welcomed the guests.

MCJC Report: Chairman Laws announced Steve LaPlant's report will be ready in approximately two weeks.

Commission Schedule: 1) Monday, March 19 the Juvenile Court Committee of the Superior Court meeting with the JJC Executive Committee, City Hall, at 4:30 p.m. 2) Thursday, March 22 "Christopher T. Case" meeting will be held in the Main Conference Room (informational only for Commissioners as

they need not be present.) 3) Friday, March 23 Executive Committee meeting with Judge Hanlon has been cancelled and new date will be selected. 4) Thursday, March 22, not 29, is the meeting date for the Institutions Committee with C.A.B.

COMMITTEE REPORTS:

Bylaws Committee Commissioner Marovich referred to a memo sent to all Commissioners re proposed changes in the bylaws. After a brief review of amendments relative to elections and vacancies as recommended in the memo, it was M/S/C (with one abstention) the bylaws have been changed in accordance with the recommendations as mailed to the Commission.

Finance Committee: Commissioner Costello stated there would be no meeting of the committee until such time as the Mayor's budget comes out of that office.

Institutions Committee: Commissioner Grandin reported the committee has been primarily occupied with the problem of the emotionally disturbed youth at YGC. There have been meetings for about two months with C.A.B but, as yet, no definition of what the problem is that everyone can agree upon. After considerable discussion the Commission was ready to make a motion. Commissioner Cayton proposed that the statement would include a detailed plan for a proposal to set-up a separate cottage and the proposal to handle it in-house. The motion failed for lack of a second. The Commission then moved upon Commissioner Romero's proposal. It was M/S/C (with one abstention) the Chief Probation Officer, Dr. Laura Grieneeks, Dr. Shalwitz and Dr. Roy cooperatively prepare a written statement of the problem including statistics and a jointly agreed upon plan to address any problem that does exist and that this written statement be made available to the Institutions Committee by March 15.

Probation Services Committee: Commissioner Romero referred to Warren Cain's summary of the Probation Services Department roles and responsibilities and also an organization chart of the Department. The material is available for review in the Commission office.

LIAISON REPORTS:

DPC/DPCC: Jane Asselin reported on the new liaison position setup between JJC, DPC and Human Rights Commission. She gave a brief update on the proposal for Youth Commission or Office for coordination of Families & Youth Services in SF. She also reported the DPC will soon have an election of new officers and the DPC has moved to Room 21. The phone number is unchanged.

Claire Zvanski attended the A.C.T.I.O.N. Network Conference and she gave a brief report on the session relative to Substance Abuse, drug and alcohol, and the need for residential treatment.

TREASURER'S REPORT:

Commissioner Romero reported on the current balance in checking account.

SECRETARY'S REPORT:

Commissioner Kelleher requested Commissioners to turn in all February participation forms.

UNFINISHED BUSINESS:

LCR Spring Picnic: Commissioner Costello moved that the efforts to have a picnic in the spring at LCR be permanently tabled. It was M/S/C (with one abstention) to permanently table the picnic at LCR.

Party for Employees: Commissioner Costello reported that the invitations have been addressed. The menu for the party to be held on March 22 was circulated and Commissioners signed as to what they will bring/prepare for the party. It was M/S/C (with one abstention) George Romero make monies available for the Open House.

Status Offender Facility: Commissioner Costello has been asked by the Mental Health Asssociation, under the auspices of Dr. Glasser as chair and herself as co-chair, with strict adherence of confidentiality, to train volunteers to review folders on youth in this facility to determine what sort of youth are, in fact, being taken there. She asked if the Commissioners felt there would be any conflict of interest in serving as co-chair for this project for the Mental Health Association and being on the Commission. There was no objection.

NEW BUSINESS:

Election of Nominating Committee: Commissioners Costello, Marovich, Smith and Figone were nominated to serve on the Nominating Committee. It was M/S/C (with one abstention) to elect the slate of Commissioners nominated.

ADJOURNMENT:

The meeting was adjourned at 2:14 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF FEBRUARY 1984

2/3/84 Letter from Chairman Laws to H.D. Murphy, chairperson of JJC San Diego County re forwarding of their letter to Joseph Botka for reply.

2/3/84 Letter to Chairman Laws from Kathryn Barieau, A.C.T.I.O.N. re follow-up information on funding of Juvenile Court Schools.

2/6/84 Memorandum to all Officers & Employees of City & County S.F. from Mayor Dianne Feinstein re Theft of City Property.

2/9/84 Letter from Chairman Laws to Judge Hanlon re Commission adoption of Roles and Responsibilities document.

2/13/84 Memo to all Units from Mel Askins, re SFPD Youth Fishing Program at Moscone Center 3/24/84.

2/22/84 Letter from Chairman Laws to Reverend Leroy Williams re invitation to attend swearing-in ceremony of Tracy Harrison as Youth Commissioner on March 1, 1984.

2/23/84 Copy of letter to Chairman Laws from Judge Hanlon to the Hon. Willie B. Kennedy re confirming invitation for him and other members of the Public Protection Committee to visit and tour YGC facilities on 3/8/84.

2/27/84 Copy of memo to all Probation Staff from Warren Cain, ACPO, re Smoking Policy.

2/84 Notice from Friends of Deputies & Inmates of "Valentine Sock Hop" to benefit S.F. County Jails to be held Feb. 11 and informational material included re their organization.

2/84 Notice from FilmFair Communications, Studio City, CA of a film available on child molestation titled, "Better Safe than Sorry II" for primary grades and relative material and order form enclosed.

2/84 February 1984 issue of "San Francisco Business".

2/84 Notice from Peninsula Hospital & Medical Center of personal appearance by Father Joseph Martin on subject of "Alcoholism and the Family" to be held 2/16 San Mateo, CA. Registration form enclosed.

2/84 February issue of "Tenderloin Times".

2/84 Notice from Office of Criminal Justice Planning, Sacramento, CA of Governor's Training Conference on Crime Victims - a Forum for Prevention & Survivors - to be held April 2-4, 1984 in Long Beach, CA.

2/84 February issue of "Action Alert".

2/84 Announcement from "Rape and Abuse Crisis Center", Fargo, N.D. re the material that can be ordered from them relative to their Red Flag and Green Flag Sexual Abuse Prevention Program.

Correspondence re Breed Study:

2/3/84 Letter to Toni Crabb, State Board of Corrections, from Chairman Laws re copy of Breed Management Audit sent to her as requested.

2/84 Letter from Children's Home Society of California requesting copy of Breed Management Audit report.

2/29/84 Letter to Phyllis Schultze, Librarian, National Council on Crime and Delinquency, Newark, N.J. from Chairman Laws re request for copy of Allen Breed Management Rept.

2/29/84 Letter from Chairman Laws to Jonathan Abady, National Center on Institutions & Alternatives, Alexandria, VA re request for copy of Allen Breed Management Audit report.

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Agenda

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: April 5, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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MINUTES OF APRIL 5, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:33 p.m.

ROLL CALL:

Present: Commissioners Laws, Grandin, Ayala, Costello, Gilbert, Harrison, Smith, Wada. Excused: Commissioners Basse, Cayton, Figone, Kelleher, Marovich, Romero. Absent: Commissioner Webb. Judges: Hanlon and Chesney. Staff: Joseph Botka, Aimee Exnicios, Dennis Sweeney. Guests: Father Tom Barrett, Coleman Children & Youth Services; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Dr. Timothy Armistead, Mayor's Criminal Justice Council.

APPROVAL OF MINUTES:

The minutes of March 1 were approved with the following corrections: Page 2, under heading CASA delete Juvenile Court and insert Probation Dept. Page 3, under heading C.A.S.A delete Juvenile Court and insert Probation Dept. Page 4, under heading Bylaws, delete last sentence and replace with the following: with the recommendations (a copy of which is attached hereto and incorporated herein) as mailed to the Commissioners.

CORRESPONDENCE:

Commissioner Grandin, Secretary Pro Tem stated that the correspondence file for the month of March was circulated to Commission members. A list of the March correspondence and mailings received is attached to and incorporated in these minutes.

Chairman Laws called attention to a letter sent to Homewood Terrace that she had written, on behalf of the Commission, expressing the hope they would find a way to continue. It was M/S/C that the Commission retroactively approve sending of the letter to Homewood Terrace.

Chairman Laws also reported that the Superior Court met on the matter of consolidation of the Adult and Juvenile Probation Departments a few days after the March 1 Commission meeting. Prior to that meeting, she wrote a letter to Judge Hanlon expressing her own personal opinion as to this merger, and she called the Commissioners' attention to this item in the correspondence folder.

JUDGES' CORNER:

Public Protection Committee of the Board of Supervisors: Judge Hanlon had invited members of this committee to tour YGC and to lunch, which included the Executive Committee of the JJC, on March 8. Only Supervisor Hongisto was able to attend, but it was a productive and worthwhile meeting.

New Facility: Judge Hanlon reported that the Superior Court had approved a resolution for a feasibility study of a new Juvenile Hall facility and passed it on to the Public Protection Committee of the Board of Supervisors.

March 19 Meeting: Judge Hanlon stated that on March 19 the Juvenile Court Committee of the Superior Court met with the Executive Committee of the JJC and discussed and clarified that the Court had no position as yet on the merging of the Adult & Juvenile Probation Departments.

Implementation of the Breed report recommendations were discussed with Mr. Botka.

The position of an Executive Secretary for the Commission was discussed at this meeting and the matter was referred to the Executive Committee of the Superior Court for study. Judge Hanlon will follow-up and see that it is placed on the Court agenda.

Juvenile Court Budget Hearing, Mayor's Office: This meeting will be rescheduled as Mayor Feinstein had to leave for New York.

Senior Tutors: Judge Hanlon met with the Board of Directors of the YGC Volunteer Auxiliary and gave them an update on Juvenile Hall programs. He thanked them for their assistance in funding of the Senior Tutors. This group will also receive funding from the San Francisco Foundation.

LCR Basketball Team: Judge Hanlon and Mr. Botka were present when the LCRS Basketball Team won the State Championship of Camp Basketball Teams on March 23. Judge Hanlon was proud to announce that, for the first time, three out of five starting players were nominated to All State Players. An Awards Party for winners, parents, and all who participated was held at the LCRS Vocational Facility at YGC.

Christopher T. Case: Judge Hanlon reported on meetings regarding the funding implications of this case. Department of Social Services and Department of Public Health have each added $1,000,000 and Juvenile Court $500,000 to their respective budgets, and he is not optimistic that these requests will be approved. Ray Sullivan, Mayor's Budget Analyst, was called in at this meeting and he concluded that it was not a concern at this time and suggested waiting for the Federal ruling. However, Judge Hanlon feels something should be done now for these youth and is concerned about the cost to the County if the necessary intensive mental health and educational needs of these youth are met from County general funds.

Annual Juvenile Courts' Seminar: The four Judicial Officers assigned to the Juvenile Court attended this Seminar. Judge Hanlon reported that it was an excellent conference and that he had participated in the Dependency Review and Permanency Planning Hearings.

Regional Conferences: The Welfare and Institutions Code permits Regional Conferences if it is felt that they will help the Court. Such conferences are planned for the future; such as, San Francisco and San Mateo Counties to discuss those problems that are special to the Bay Area Counties.

Acknowledgement: Judge Hanlon thanked Dr. Timothy Armistead for the package of bills pertinent to Juvenile Court reform, and will pass them on to the Commission's Legislative Committee for review.

CASA Funding: The funding problems of this program were again discussed. If it is not approved in the Probation Department budget, Judge Hanlon will request it go into that of the Superior Court. However, the Superior Court's budget has now become final, and it would have to be submitted as a supplemental budget item. Supplemental requests cannot be considered until the regular budget has been voted on. Consequently, the current funding may be depleted by the time it can be considered.

Homewood Terrace: Judge Hanlon expressed concern as to the possible closing of this facility. Group homes, such as this, are very expensive to operate. The Commission will set aside 15 minutes at its next meeting and Commissioner Costello will arrange a presentation by herself, Elizabeth Berger, Jeannette Dunckel and others involved who are studying placement problems of emotionally disturbed youth in San Francisco. The Commission will then review the possibility of an Ad-Hoc Committee for foster care homes.

Proposed Resolution: Judge Hanlon suggested that the Commission may want to develop a resolution to acknowledge, with appreciation and gratitude, the work performed by Mrs. Mary Ann McKale, especially with emotionally disturbed youth, while she was with the Dept. of Public Health. On April 1, she will become Director of the Lincoln Childcare Center in Oakland. It was approved that the Commission send a letter of thanks to Mrs. McKale along the lines as suggested by Judge Hanlon.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistical reports in the Commissioners' folders. He suggested that the Chairman consider the formation of a sub-committee to ascertain what type of statistics they consider to be of value and meaningful. It was agreed that at the next Executive Committee's meeting all those interested should attend and review as to the statistics they want to receive.

Central Receiving Facility: Mr. Botka reported that the two groups of staff are working well together (Probation Dept. and Youth Advocates.) Dennis Sweeney was present to answer Commissioners' questions about this facility. In

response to an inquiry, he discussed the policy for out-of-town youth, and Community Agencies have been told the facility is not a crashpad. It is setup primarily for San Francisco youth to be reunified with their families or, if that is not appropriate, to find other placements for them.

Allen Breed Implementation Plan: Mr. Botka reviewed the time line progress plan, used as a progress guide, that was placed in the Commissioners' folders. While discussing the April 1, 1984 Progress Report, Item (2) Probation Services Manual, he invited all Commissioners to attend a workshop on Developing Procedural Manuals to be held on April 14 by the California Training Company and informational material was distributed.

CHAIRMAN'S REPORT:

Chairman Laws welcomed the guests.

Commission Open House Party: Chairman Laws spoke about the Open House for all staff at YGC held on March 22 in the Commission Office. On behalf of the Commission, Chairman Laws will write a letter to Commissioner Basse, Chairman of the Party Committee, expressing our thanks and gratitude for planning this lovely party. Special thanks also to Commissioner Costello who did the initial planning.

Senior Tutors: On behalf of the Commission, Chairman Laws will write a letter to both the YGC Volunteer Auxiliary and San Francisco Foundation thanking them for their assistance in funding the bus for this excellent group.

CASA Funding: The Commission discussed approving a letter from Chairman Laws to the Mayor in support of this program. It was moved to wait until hearing Commissioner Costello's Finance Committee report later in this meeting. It was felt that all items requested in the 1984-85 budget for additional monies beyond the previous year's funding should be included in such a letter, not just this one item.

Annual Report: It was M/S/C to amend the Annual Report on Page Two, second paragraph last sentence, to read as follows: Additionally, an annual inspection of Log Cabin Ranch was carried out midyear and inspections of Juvenile Hall were made throughout the year in connection with the ongoing inquiries.

Mayor's Advisory Council on Children and Youth: The Mayor has appointed a 20-member council among whom are Chairman Laws and Stuart E. Patt, President of the DPC.

MCJC Report Update: Chairman Laws announced Steve LaPlant's final draft is completed and it is approximately 350 pages long. It will be presented to the Mayor next week at the final meeting of the Mayor's Youth Guidance Center Task Force, after which it goes to the printer. When it is returned from the printer, copies will be distributed to appropriate officials and agencies, including all Commissioners.

COMMITTEE REPORTS:

Finance Committee Report: Commissioner Costello reviewed the funding requests for the programs that require additional monies over and above the funding of the previous year. Finance Committee members had received copies of the budget material supplied by Mr. Botka. It was M/S/C that a copy of these items be made available to all Commissioners and that they become familiar with them. It was M/S/C that the Chairman would write a letter to the Mayor that would give equal support for all the items addressed in the Funding Issues Budget Sheet. It was M/S/C that a copy of the letter, for educational purposes, be sent to each Juvenile Justice Commission member. Chairman Laws requested that Mr. Botka prepare a draft of that letter as she was not familiar with some technicalities of the budget requests.

Institutions Committee: Commissioner Grandin gave an update regarding meetings of the persons/staff involved in the problem of the emotionally disturbed youth at YGC. She discussed a 5-page Proposal that was drawn up by Dr. Roy, Dr. Shalwitz and herself relative to the problems, resources and needs, from their viewpoint, to adequately provide psych services to the youth at YGC. There appears to be agreement except in one or two areas between the Psych Dept. and Juvenile Hall staff. It is hoped that these differences will be ironed out at the next meeting on April 19. The ultimate goal is to have both Forensic and Juvenile Hall develop a joint agreement as to handling the problem of the emotionally disturbed youth, as well as upgrading the services for all detainees, and go together before the Board of Supervisors to ask for the staff augmentation and other resources that are needed. Commissioner Grandin emphasized that a lot of hard work has been done by all concerned, that compromise has taken place on all sides, and that she is optimistic about the satisfactory resolution of this very complicated delicate situation.

Security: It was M/S/C that a letter be sent to Judge Hanlon by the Chairman about the Commission's concerns about Juvenile Hall Security and requesting that the services of an expert, specifically including CYA, Police and Fire Departments, be brought to bear on the problem by the administration. A copy of the letter will be sent to Mr. Botka.

LIAISON REPORTS:

DPC: Jane Asselin reported that new officers have been elected. She gave a brief review of various programs including Calles, a RAP program, in the Mission District. Jim Morales of the Youth Law Center had informed them that the program's funding will soon be depleted. He asked for DPC support for the program, and it was given.

Claire Zvanski invited all Commissioners to attend a meeting at the Andrew Jackson School on May 3, which will address the issue of gangs.

Action Network: Commissioner Ayala will attend the Region III Meeting to be held at the Juvenile Hall Facility in Sonoma County on April 12.

TREASURER'S REPORT:

Commissioner Grandin, Secretary Pro Tem, reported on the current balance in the checking account.

SECRETARY'S REPORT:

Commissioner Grandin, Secretary Pro Tem, requested all Commissioners to turn in their participation forms.

NEW BUSINESS:

Election of Officers: Commissioner Smith read the report of the Nominating Committee as follows: The Nominating Committee of the JJC, Commissioners Smith, Figone and Marovich (Commissioner Costello was unable to attend) met on March 22. "There has been a recently approved by-laws change of the terms of office of the Juvenile Justice Commission to a calendar year, January through December term. Given this change, the Nominating Committee felt that for reasons of continuity and in order to effectively transition to the calendar year terms of office, it is in the best interest of the Juvenile Justice Commission to recommend that the current slate Officers and Executive Committee be retained through December of 1984.

It was further recommended that Laura Grandin assume the position of Chairperson of the Juvenile Justice Commission with Beatrice Laws serving as Vice-Chair from May of 1984 through the end of the current term, December 1984. It is felt that Laura has made a substantial contribution to the work of the Juvenile Justice Commission during her years of dedicated service and it is accordingly appropriate for her to assume the Chairperson position. Additionally, Beatrice Laws, whose leadership over the past year has been outstanding and whose guidance and judgement of the affairs of the Juvenile Justice Commission in some very difficult areas has been without equal, is beginning to gear up for personal commitments which will necessarily take away some of the time she has been able to otherwise commit to Juvenile Justice Commission matters.

It is therefore the recommendation of the Nominating Committee that the current slate of Officers and Executive Committee be retained through December of 1984 with Laura Grandin assuming the Chair of the Juvenile Justice Commission and Beatrice Laws assuming the responsibilities of Vice-Chair."

Commissioner Smith moved that the current slate of Officers be re-elected with the exception that the present Chairman and Vice Chairman switch positions. It was M/S/C that the present slate of Officers be retained with the exception that the present Chairman and Vice Chairman would switch positions.

ADJOURNMENT:

The meeting was adjourned at 2:15 p.m.

Respectfully submitted,

Laura Grandin, Secretary Pro Tem
Juvenile Justice Commission
Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF MARCH 1984

3/1/84 Memo to Joseph Botka from George Romero re summarizing of Commissioner Romero's thoughts about responses to the Breed report.

3/2/84 Letter from Chairman Laws to the Hon. Willie B. Kennedy, Chairman, Public Protection Committee re follow-up on Judge Hanlon's invitation for members of that committee to tour YGC and enclosing copy of Allen Breed Management Audit Report.

3/2/84 Letter to Citizens & Organizations Concerned with Delinquency Prevention from CYA re A Working Paper Toward a California Policy for Youth Crime and Delinquency Prevention.

3/5/84 Copy of memo dated 2/23/84 to all Department Heads, from Mervyn F. Silverman, M.D., Dir. of Public Health, re Smoking Pollution Ordinance.

3/6/84 Copy of 2/29/84 letter to Chairpersons of all JJ/DP Commissions, from Kathryn Barieau, Dir. of Project A.C.T.I.O.N., re Draft Report of a Calif. Policy for Youth & Crime Delinquency Prevention.

3/6/84 Letter to Judge Hanlon from Chairman Laws re Consolidation of Adult and Juvenile Probation Services.

3/6/84 Memorandum to Chairman Laws from Mike Marovich re Consolidation of Chief Probation Officer Position.

3/6/84 Copy of letter to Ms. Elisa Miranda, Exec. Dir., Real Alternatives Program, from Joseph Botka, re RAP staff member's statements made at Network Conference on Feb. 6 relative to Juvenile Hall.

3/6/84 Letter to Juvenile Justice Commission from Erica S. Tener, college senior, Ithaca, NY, re potential jobs in field of criminal justice, specifically juvenile delinquency, and requesting information.

3/9/84 Memorandum to Chairman Laws from Judy Hogan, re Homewood Terrace.

3/9/84 Memo to all YGC staff from Joseph Botka re mail.

3/12/84 Copy of letter to interested organizations, from Office of Criminal Justice Planning, Office of the Director, re Annual Calendar of State and National Crime Prevention/Victim Services Activities.

3/12/84 Letter to Chairman Laws from Mayor Feinstein re requesting that she serve on the newly created Mayor's Advisory Council on Children and Youth.

3/12/84 Memo to Judge Hanlon from Chairman Laws re B-1 Admissions.

3/15/84 Memo to Joseph Botka from Chairman Laws re Switchboard and Mail Concerns.

3/15/84 Letter to Sheriff Hennessey from Chairman Laws re thanking him for meeting with several Commissioners and herself on March 13.

3/19/84 Copy of memo to Judge Hanlon from Mel Askins, re Memorial Luncheon.

3/19/84 Memo to Juvenile Justice Commission from Mel Askins re Sportsman Exposition to be held at the Moscone Center on 3/24/84.

3/19/84 Memo to all YGC Staff from Joseph Botka re Transfer of Record Room Supervision from Research to the Business Office.

3/84 Announcement sent to Chairman Laws from A.C.T.I.O.N., Region III Faciliators re "Salute to Springtime" meeting to be held Thursday, April 12, 1984 at the Sonoma Co. Juvenile Hall/Los Guilucas Juvenile Justice Center.

3/20/84 Memo to all YGC Staff from Joseph Botka, CPO, re mail.

3/20/84 Letter to Chairman Laws from Office of the Mayor, SF re Mayor Appoints Advisory Council on Children and Youth.

3/20/84 Letter to Chairman Laws from Grace Hing, Director,CASA Project, re expressing her regrets and inability to attend the Open House to be held in the Commission's Office on March 22.

3/21/84 Letter from Chairman Laws to Martin Eber, President, Board of Directors, Jewish Family & Children's Services re possible closure of Homewood Terrace.

3/21/84 Memo from Chairman Laws to all Commissioners re J.C.E.A. Second Annual Memorial Luncheon to be held March 29, 1984,

3/28/84 Material sent to Chairman Laws from Chiquita A. Sipos, J.D., CYA, re Juvenile Justice Connection Project.

3/26/84 Letter to Chairman Laws from Rev. Donald W. Mayberry, re expressing appreciation for receiving copy of 1983 Annual Report of JJC.

3/29/84 Letter from Chairman Laws to the Hon. J. Anthony Kline, Presiding Justice, Court of Appeal - 1st Appelate Dist., State of Calif. re enclosing copy of Management Audit report and requesting any comments or suggestions he may have after reading the report.

3/29/84 Letter from Chairman Laws to Chiquita A. Sipos, Consultant, CYA, re thanking her for sending the material on the Juvenile Justice Commission Project in Los Angeles.

3/30/84 Letter to Chairman Laws from Joseph Botka, expressing appreciation, on behalf of the staff at YGC, for the Open House held on 3/22/84.

3/84 Memo from Carole J. Marcus, M.S.W.; Dir. Comprehensive Child Crisis Service re Change of Telephone Numbers.

3/84 Notice from National Council of Juv. & Family Ct. Judges re Juvenile Probation Training Program to be held April 8-12, 1984 in Cincinnati, Ohio and registration form provided.

3/84 The Intergroup Clearinghouse Newsletter, Volume 2, No. 1, Winter 1984 Copy.

3/84 Announcement from Family Resource Coalition, Chicago, Illinois, of The 1984 Bay Area Conference on Access to Media for Child and Family Resource Organizations and pertinent material enclosed.

3/84 Final Notice from National Council of Juv. & Family Court Judges of 2 Training Programs to be held in Cincinnati, Ohio April 8-12, 1984.

3/84 Announcement from National College of Juvenile Justice in association with the National Juv. Court Services Association of Basic Juvenile Justice Management Institute to be held May 20-25, 1984 at the Univ. of Nevada-Reno, Reno, Nevada.

3/84 Notice from Learning Publications, Inc., Oshtemo, Mi re booklets available on various subjects and order form enclosed.

3/84 March 1984 issue of "San Francisco Business".

3/84 March 1984 copy of "The Tenderloin Times".

3/84 Announcement from Professional School of Psychology re "an Evening with Virginia Satir" on 4/4/84 at Ft. Mason Conference Center, S.F.

3/84 Announcement from School Partnership Conference, Sacto., CA of School Partnership Conference presented by Calif. Dept. of Education and the Calif. Dept. of Justice to be held 4/26/84 at the Airport Hilton, Oakland, Ca.

3/84 March 1984 issue of "Action Alert".

3/84 Notice from Capitol Publications, Arlington, VA re subscription to Report on Preschool Programs and descriptive material enclosed.

3/84 Announcement from CATS re Second Annual Conference on Alcoholism & the Family to be held 3/30/84 at the Sheraton-Palace Hotel, S.F. and registration form enclosed.

3/84 Announcement from National Council of Juvenile and Family Court Judges, Reno, NV of two Summer Courses: 1) Summer College and 2) Issues in Family Law and Domestic Relations and Registration Forms enclosed.

3/84 Spring 1984 copy of SPCA's "Our Animals".

3/84 Invitation from Friends Outside, San Francisco to attend Annual Membership and Awards Dinner on Thursday, April 26, 1984.

Correspondence re Juvenile Justice Commission Annual Report:

3/7/84 Letter from Chairman Laws to Dr. Richard Caesar, re JJC Annual Report and enclosing copy thereof.

3/7/84 Letter from Chairman Laws to Dept. of Youth Authority re JJC Annual Rept. and enclosing copy thereof.

3/7/84 Letter from Chairman Laws to Editor of the San Francisco Progress re JJC Annual Report and enclosing copy thereof.

3/7/84 Letter from Chairman Laws to San Francisco Independent re JJC Annual Report and enclosing copy thereof.

3/7/84 Letter from Chairman Laws to San Francisco Examiner re JJC Annual Report and enclosing copy thereof.

3/7/84 Letter from Chairman Laws to the City Editor, SF Chronicle, re JJC Annual Report and enclosing copy thereof.

3/8/84 Letter from Chairman Laws to Rev. Donald Mayberry re JJC Annual Report and enclosing copy thereof.

3/8/84 Letter from Chairman Laws to Judge Hanlon re JJC Annual Report and enclosing copy thereof.

3/12/84 Letter from Chairman Laws to all Superior Court Judges re JJC Annual Report and enclosing copy thereof.

3/12/84 Letter from Chairman Laws to Mayor Feinstein re JJC Annual Report and enclosing copy thereof.

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Notice

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: May 3, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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MINUTES OF MAY 3, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Laws convened the meeting at 12:35 p.m.

ROLL CALL:

Present: Commissioners Laws, Grandin, Kelleher, Romero, Basse, Costello, Figone, Gilbert, Smith. Excused: Commissioners Ayala, Cayton, Harrison, Marovitch, Wada, Webb. Judges: Hanlon, Chesney. Staff: Joseph Botka, Aimee Exnicios, Judy Hogan, Dennis Sweeney. Guests: Dr. Laura Grieneeks, YGC Health Care Services; Jane Asselin and Claire Zvanski, Delinquency Prevention Commission; Father Tom Barrett, Coleman Children & Youth Services; Jeanette Dunckel, Children's Research Institute; Johannes Troost, Youth Advocates.

INSTALLATION OF OFFICERS:

No formal proceeding was held as the Chairman and Vice Chairman exchanged positions; Laura Grandin assumed the responsibility of Chairman and Beatrice C. Laws, Vice Chairman of the JJC. The Secretary and Treasurer remain the same; Frank Kelleher and George Romero respectively. The new Chairman commended Commissioner Laws for her excellent leadership and outstanding guidance over the past year.

APPROVAL OF MINUTES:

It was M/S/C to approve the April minutes as mailed.

CORRESPONDENCE:

The Secretary of the Commission stated the correspondence file for the month of April was circulated to Commission members, and periodicals, etc. are available for review in the Commission Office. Secretary Kelleher called attention to the first item on the correspondence list, a letter from Chairman Laws to Mayor Feinstein re support of the Juvenile Court Budget. A list of the April correspondence and mailings received is attached to and incorporated in these minutes.

GUEST SPEAKERS:

A presentation arranged by Commissioner Costello was given by Judy Hogan, Supervisor of the Private Placement Division, and Jeanette Dunckel, Children's Research Institute, and Chair of the Foster Care Network for the State of California.

Judy Hogan gave a report on out-of-home placements and emphasized this consisted of two separate and different groups; those handled by the Court and serviced by DSS and not involved with the Probation Office, and placements (601's, 602's) that are handled by the Probation Department. An overlap may occur in that youth from each group may be placed in the same facility/institution as allowed by law.

Jeanette Dunckel gave an overview of 300's (dependent children) in placement and the California Foster Care Network. The Network is comprised of 10 regional networks and she gave a brief summary of their purpose and function. She discussed how children usually enter the foster care system, from infants to teenagers, and a flow chart was distributed to all Commissioners denoting the various steps in placement. Increased referrals and a decrease in Government monies for the care and treatment of children are major problems, and there is now a critical lack of placements and options.

She stated the Commission could be helpful in the area of funding by supporting AB 1229. This bill would provide retroactive money for people providing foster care (this part may be amended) and provides for a cost-of-living adjustment to providers of foster care. Mr. Botka suggested the Commission approach the City Legislation Committee, request to make a presentation, and, if they so agree, the Committee takes it to the Board of Supervisors and requests the Board to support the legislation. It was M/S/C that the Commission support AB 1229.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistical report in the Commissioners' folders, and reported work is now being done to prepare a simplified set of statistics for next month.

Central Receiving Facility (CRF): The Advisory Committee of the CRF will meet this coming Tuesday, May 8 in the Main Conference Room.

Allen Breed Implementation Plan: Mr. Botka gave an update on the progress plan with special emphasis on Juvenile Hall security. There will be a meeting on Tuesday, May 15 with a consultant from the CYA, representatives of the JJC, Sheriff's Department, Alameda County Juvenile Hall and they will tour the YGC.

Mr. Botka reported on moving toward study and implementation of requests for staff as recommended in the Breed report and will meet with Civil Service in terms of identifying positions and the purpose of these positions. He gave a brief review of the various steps relating to the creation of new positions and will report back next month on this matter.

He reported that the development of a procedural manual is progressing well from both Juvenile Hall and the Probation Department.

Accreditation: Ilene Bergsman from the Commission on Accreditation for Corrections will conduct a workshop as to what accreditation is all about on May 29 and all Commissioners are invited to attend.

Channel 2: Mr. Botka announced that Channel 2 is interested in how we are doing on the Breed Report, and will be filming at YGC over the next few weeks.

JUDGES' CORNER:

Budget Hearing: Judge Hanlon reported that Chairman Laws, Commissioner Costello, Mr. Botka and himself appeared before the Mayor on the Juvenile Court Budget hearings. The Mayor had requested that all Departments ask for no increases over the fiscal year 1982-83 budget. However, this Department had requested an increase of $1,390,000 for special programs and received almost the entire amount.

C.A.S.A: Judge Hanlon reported on an emergency meeting of the Superior Court regarding C.A.S.A, and the Judges approved assuming the cost of the budget for the C.A.S.A. program.

Vocational Employment Program LCRS: There had been a question as to the City funding a program that had been originally funded by private monies. Judge Hanlon discussed the matter with Judge Tony Kline, Justice of the Court of Appeals, who is also Chairman of the Log Cabin Ranch School Committee and with his assistance and support the program is now fully funded in the LCRS budget.

Foster Care Network: The request of $5,000 for this item was denied, possibly due to having been mislabled. It will be requested again as a Supplemental item and the need for these monies more clearly explained.

Christopher T. Case: As discussed at the April Commission meeting, both the Department of Public Health and Department of Social Services had requested an addition of $1,000,000 to each of their budgets to meet the funding implications of this case. The Probation Department had requested an additional $500,000 and this was the only request approved.

News Items: 1) Channel 2 will meet with Judge Hanlon and film at YGC next week. 2) Dr. Michael Roy, Clinical Director of the Psych Clinic, has accepted a position at McAuley Institute. Judge Hanlon expressed appreciation for his outstanding commitment to youth at YGC. 3) Judges Hanlon and Chesney commended Past-Chairman Laws on her fine year as Chairman of the JJC and congratulated newly elected Chairman Grandin, our first youth Commissioner to assume that responsibility.

Implementation of Federal Adoption Act: Judge Hanlon reported testifying at Congressman Pete Stark's Committee relative to investigation of implementation of the Federal Adoption Act. He shared several of his observations given to the Committee; such as, implementation is going along very well except for the fact that funding is becoming depleted, and consequently, resources are dwindling in the area of dependency. Another concern is that the one year limit, in many cases, is not sufficient for reunification and gave various examples thereof.

CHAIRMAN'S REPORT:

Past-Chairman Laws gave an update of Commission activities. Included among

these were: 1) Press Release on change of offices of the JJC sent to all papers/media. 2) Material re Workshop on Parliamentary Procedures was put in all Commissioners' folders. 3) MCJC Update: Past-Chairman Laws had spoken with Steve LaPlant and he informed her that, as of May 2, the report was finally approved by the Mayor's YGC Task Force. It will be sent to the printer the week of May 7 and by the following week copies should be sent to appropriate officials and agencies, including all Commissioners.

Volunteer Auxiliary Luncheon: Chairman Grandin announced that the Volunteer Auxiliary of the YGC will have their Annual Luncheon on May 16 in the YGC Cafeteria. Please make reservations by May 10.

Committee Assignments: Copies of committee assignments were placed in Commissioners' folders. Jane Asselin will continue her liaison assignment, and Commissioners Cayton, Kelleher and Laws will represent the Commission on a subcommittee for the Security Issues.

Meeting on Accreditation: Chairman Grandin reiterated that Ilene Bergsman from the Commission on Accreditation for Corrections will meet with us on May 29 and all Commissioners are urged to try to attend.

Newsletter: The DPC sends a Newsletter to the Board of Supervisors keeping them apprised of their activities. Chairman Grandin announced that the Commission will initiate such a newsletter; it will be written by Commissioner Harrison and will be sent to all judges of the Superior Court on a monthly basis.

Network Conference: Judge Hanlon will pursue the matter of funding for a Commissioner to attend the A.C.T.I.O.N. Network Conference to be held 5/30 thru 6/1/84 at the Riviera Hilton in Palm Springs, CA.

Guest Speaker: Chairman Grandin will ask Traffic Hearing Officer, Donald N. Carlson to be the guest speaker at our June meeting to give the Commission an update on the Traffic Court.

Executive Committee Meeting: The next meeting of this committee will be on May 14 in the Commission Office.

Consolidation of Adult & Juvenile Probation Depts: Commissioner Marovich requested that Chairman Grandin convey a message on the consolidation issue relative to preparing a position paper for the Commission on this matter. He does not feel that he or any one person has the expertise to make this decision. His recommendation is that the Commission let his report of March 6, 1984 stand as "information" and not take a position; or in the alternative that the Commission take the lead in calling together people from Civil Service, the Budget Analyst's Office, MCJC, etc., to hold a discussion on this issue. Commissioner Laws suggested that before the next Executive Committee meeting she will attempt to determine the status of this issue with the City Attorney and talk with the MCJC people working on this matter.

COMMITTEE REPORTS:

Finance Committee: Commissioner Costello suggested that, with the assis-

tance of Mr. Botka, members of the Finance Committee and other members of the Commission could use some "education" regarding budget hearings. Mr. Botka thought it effective for Commission members to attend meetings of the Finance Committee especially if the analyst is contesting something.

Institutions Committee: Chairman Grandin reported on another meeting of the Institutions Committee, the YGC Committee of the Community Advisory Board for Forensic and SFGH Psych Services and staff from both Psych and Medical Clinics at YGC, relative to changing to a multidisciplinary team approach to the problems that surface in Juvenile Hall. Negotiations are continuing.

Probation Services Committee: Commissioner Romero reported that there is a tentative meeting date scheduled for this committee on May 22 at 3:00 p.m.

LIAISON REPORTS:

DPC: Jane Asselin gave a report on DPC activities including they had recently reviewed the Annual Delinquency Funds (Grants) of the California Youth Authority (Block Agency Programs) and that $25,000 will be allotted in San Francisco for the Senators' Inc. Program called A.C.E. The Advocacy Committee has renamed itself the Legislative Committee. This committee recommended and the DPC approved the writing of a letter to the State regarding the regulation which requires summer youth employees' wages be deducted from their families public assistance monies. Waiver of this regulation can be accomplished through legislation.

DPCC: Jane Asselin reported on a meeting held this morning and informed the Commission that the DPC's new chairman is Ron Sugiyama. The program centered around San Francisco Youth gangs. It was decided they should no longer be called gangs; groups, clubs, etc. were now preferable. Officer Durand of the SFPD, with other officers, spoke at this meeting about the Police Department's Recreational Program, especially backpacking in Yosemite. This program is privately funded by donations. She announced there will be a Summer Youth Festival on June 10 at Kezar Stadium and about 140 groups will be appearing there but no "Rock Bands". There will be no charge and security will be community-based. Robert Hernandez of the Bernal Heights Neighborhood Center talked about a bad summer for kids, and a partial solution is that his group will sponsor and promote a breakdance competition with terrific prizes like a trip around the world, $1,000 prize, color TV sets, etc. Each month, July, August, September, there will be two dances at the California Hall. Park & Recreation and the Housing Authority will provide rehearsal space and Channel 44 will film the rehearsals and performances.

Mayor's Advisory Council on Children, Youth & Families: Commissioner Laws reported on the first meeting she attended and almost everybody had a different idea as to what they wanted to do. It divided up among those who felt that they all needed to be educated about what the problems are regarding youth in the City, and those who felt they ought to identify the problems for starters and try to solve those. She believes there will be a merging of both approaches.

Central Receiving Facility: Commissioner Costello reported there was nothing particularly noteworthy except for using Probation staff on week-ends when very few status offenders are referred to the Center. Judge Hanlon has stated that the Juvenile Court Committee of the Superior Court is aware of the situation and has made a decision to keep probation officers at CRF for one month, at the end of which an evaluation will be made to determine the feasibility of continued staffing with probation officers.

TREASURER'S REPORT:

Commissioner Romero reported on the amount in the Commission's checking account.

SECRETARY'S REPORT:

Commissioner Kelleher reported on the participation hours for the month of April, and requested all forms be submitted.

UNFINISHED BUSINESS:

Commission Staff: After a brief discussion as to progress on the Executive Director/Ombudsman for the Commission, it was agreed to refer this matter to the Executive Committee. Any Commissioner with input on this matter should attend the next meeting which will be held on May 14.

ADJOURNMENT:

The meeting was adjourned at 2:16 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF APRIL 1984

4/13/84 Letter from Chairman Laws to Mayor Feinstein re support of the Juvenile Court budget.

4/16/84 Letter from Chairman Laws to Rev. Father Thomas J. Barret re Commission Mailing List.

4/16/84 Letter from Chairman Laws to Mr. Peter Bull, re Commission's Mailing List for copies of Commission minutes.

4/16/84 Letter from Chairman Laws to Judge Hanlon re Juvenile Hall Security.

4/19/84 Copy of letter from Joseph J. Botka to Judge Hanlon re Commission on Accreditation as relates to Juvenile Probation & Detention. Also enclosed was copy of a letter from Mr. Botka to Ms. Ilene R. Bergsman re luncheon meeting on 5/29 and meeting with staff members on above subject.

4/19/84 Letter from Chairman Laws to Joyce Ladar re draft proposal for the Commission Executive staff.

4/19/84 Letter from Chairman Laws to Judge Hanlon re Delinquency Prevention Commission Workshops to be held 5/30 and 5/31 during the CPPCA Conference in Palm Springs.

4/19/84 Letter from Chairman Laws to Jewel Kolling Basse, re thanking her on behalf of the Commission for the wonderful party for YGC Staff which she helped put together.

4/19/84 Letter from Chairman Laws to Mrs. L. Thomas Hehir, Jr., President of YGC Volunteer Auxiliary re thanking her and the Auxiliary for funding assistance for transportation needs of the Senior Tutors.

4/20/84 Memorandum to Donald N. Carlson, THO, from Laura Grandin, Vice Chairman re postponement of his being Guest Speaker at Commission meeting on 5/3/84 and rescheduling thereof.

4/20/84 Letter to Chairman Laws from Mayor Feinstein re Commission's letter of support for the Court Appointed Special Advocates (CASA) Project.

4/84 Material received from A.C.T.I.O.N. to all Commission Chairmen re 1) a questionnaire regarding information concerning policies of county shelters for dependent children and 2) Legislative Information enclosed.

4/24/84 Letter to Chairman Laws from Mayor Feinstein re appointment of Chair and Vice Chair of the Advisory Council on Children, Youth and Families.

4/25/84 Letter to Juvenile Justice Commission from Joseph Botka re meeting with Ilene Bergsman from the Commission on Accreditation for Corrections on May 29.

4/30/84 "News Release" from Chairman Laws to Media and persons/groups re installation of new officers for JJC on 5/3/84.

4/84 Letter to Commission from United Way of the Bay Area re creation of a Special Needs Fund with enclosed survey form.

4/84 Invitation from the Family Service Agency of San Francisco to attend the Second Annual Operation Home Run on Sunday, May 6, 1984 - a Benefit Softball Game, Media vs. Politicians.

4/84 April, 1984 Newsletter from S.F. Chapter of Friends Outside.

4/84 Announcement from National Directory of Children & Youth Services re New, Expanded 1983-84 Edition of National Directory of Children & Youth Services.

4/84 Announcement from Mervyn's of television series "Your Children, Our Children" being aired on public television consisting of seven half-hour programs to be seen beginning 4/1 at 6:30 p.m.

4/84 April 1984 issue of "San Francisco Business:.

4/84 April 1984 issue of "Tenderloin Times".

4/84 Announcement from Children's Home Society that the Emergency Family Care Program has moved to 3000 California Street, and invitation to an Open House to be held on Friday, May 4th from 3:00 to 6:00 P.M. at the new location.

4/84 Final Notice from National Council of Juvenile & Family Court Judges re Summer College, June 3-15, 1984, Reno, Nevada. A Core Course for Juvenile & Family Court Judges, Referees and Key Practitioners.

4/84 Announcement from Original Face Video, Grass Valley re an 8-part television series on personal & planetary life and death entitled "How Then Shall We Live?" Copies distributed to all Commissioners.

4/84 Announcement from National Council on Alcoholism-Bay Area re workshop on "Alcoholism and the Physically Disabled" with registration form enclosed.

4/84 Announcement from Dominican College, San Rafael, CA re Conference to be held July 15-18, 1984, "Current Issues in Child Development"; Integrating theory, research and practice.

4/84 Job Announcement from Child and Family Treatment Center re Secretary/ Receptionist for the Treatment Center, San Francisco.

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Notice

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: June 7, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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MINUTES OF JUNE 7, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Grandin convened the meeting at 12:40 p.m.

ROLL CALL:

Present: Commissioners Grandin, Laws, Kelleher, Romero, Ayala, Basse, Cayton, Costello, Figone, Gilbert, Harrison, Marovich, Smith, Wada, Webb. Judges: Hanlon, Chesney. Staff: Joseph Botka, Donald Carlson, Michael Pappas, Dennis Sweeney. Guests: Jane Asselin, Delinquency Prevention Commission; Father Tom Barrett, Coleman Children & Youth Services; Peter Bull, Coleman Children & Youth Services; Barbara Conway, Mayor's Office; Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Mary Hehir, Volunteer Auxiliary of the YGC; Steve La Plante, Mayor's Criminal Justice Council; Esther Marks, Coleman Children & Youth Services; Joe Spaeth, YGC Public Defender; Sally Tooley.

APPROVAL OF MINUTES:

It was M/S/C to approve the May minutes as mailed.

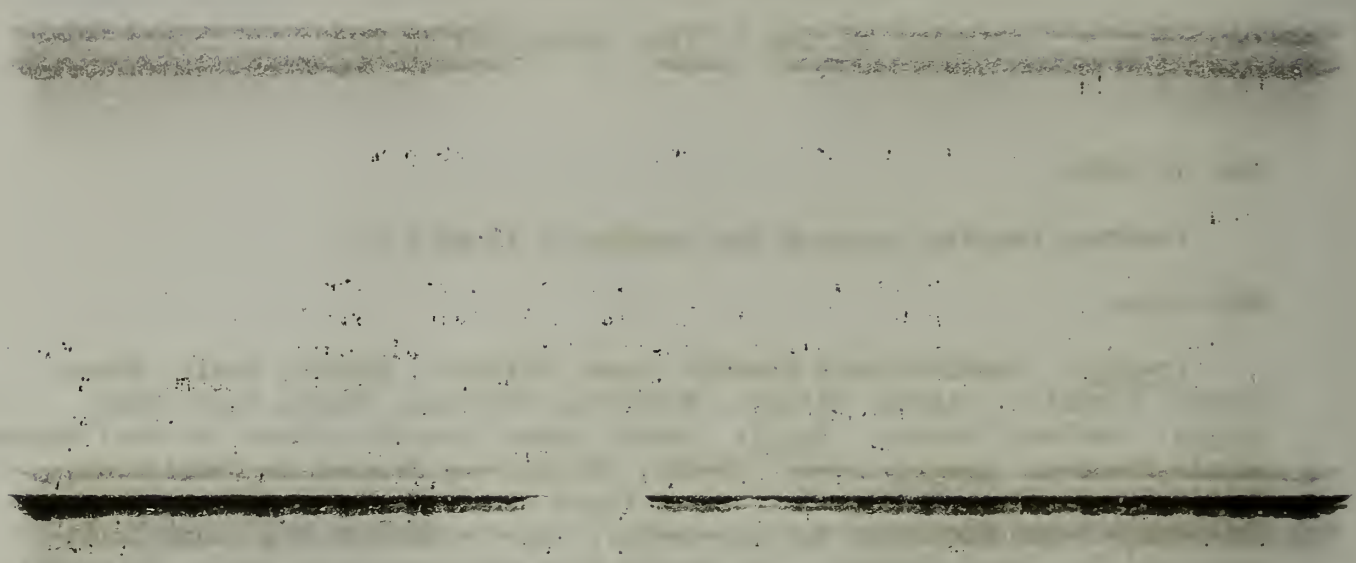
CORRESPONDENCE:

The Secretary of the Commission stated the correspondence file for the month of May was circulated to Commission members, and periodicals, etc. are available for review in the Commission Office. A list of May correspondence and mailings received is attached to and incorporated in these minutes.

GUEST SPEAKER:

Chairman Grandin introduced Donald Carlson, YGC Traffic Hearing Officer, who gave a brief update on the Traffic Court. Youth under 18 years of age appear for hearings in the county in which they reside. Contested citations (protested) are transferred to and heard by the Traffic Court in the county in which the citation was issued. The youth must be accompanied by parent or adult family member for the hearing. The Traffic Hearing Officer hears all motor vehicle violations, fish and game violations, and violations that occur on public transit which come under the Penal Code.

A brief overview of the new Provisional Licensing System was given including action that is taken by the Dept. of Motor Vehicles in addition to what the Traffic Court may do.



The various options and dispositions, including the various traffic schools, were briefly discussed. Of the 5,000 cases heard during the past fiscal year, only seven were drunk driving cases.

The Muni Court fine schedule is followed closely and approximately $25,000 in fines is collected yearly.

Responding to an inquiry regarding ethnic/socio-economic background, Mr. Carlson replied that there are youth from the "middle class" who own their cars and parents who can afford insurance, etc.; those youth who own their cars but cannot afford the registration, equipment, etc. The latter part of the fiscal year is busiest due to better weather, increase in social activities and out-of-town youth receiving citations.

JUDGES' CORNER:

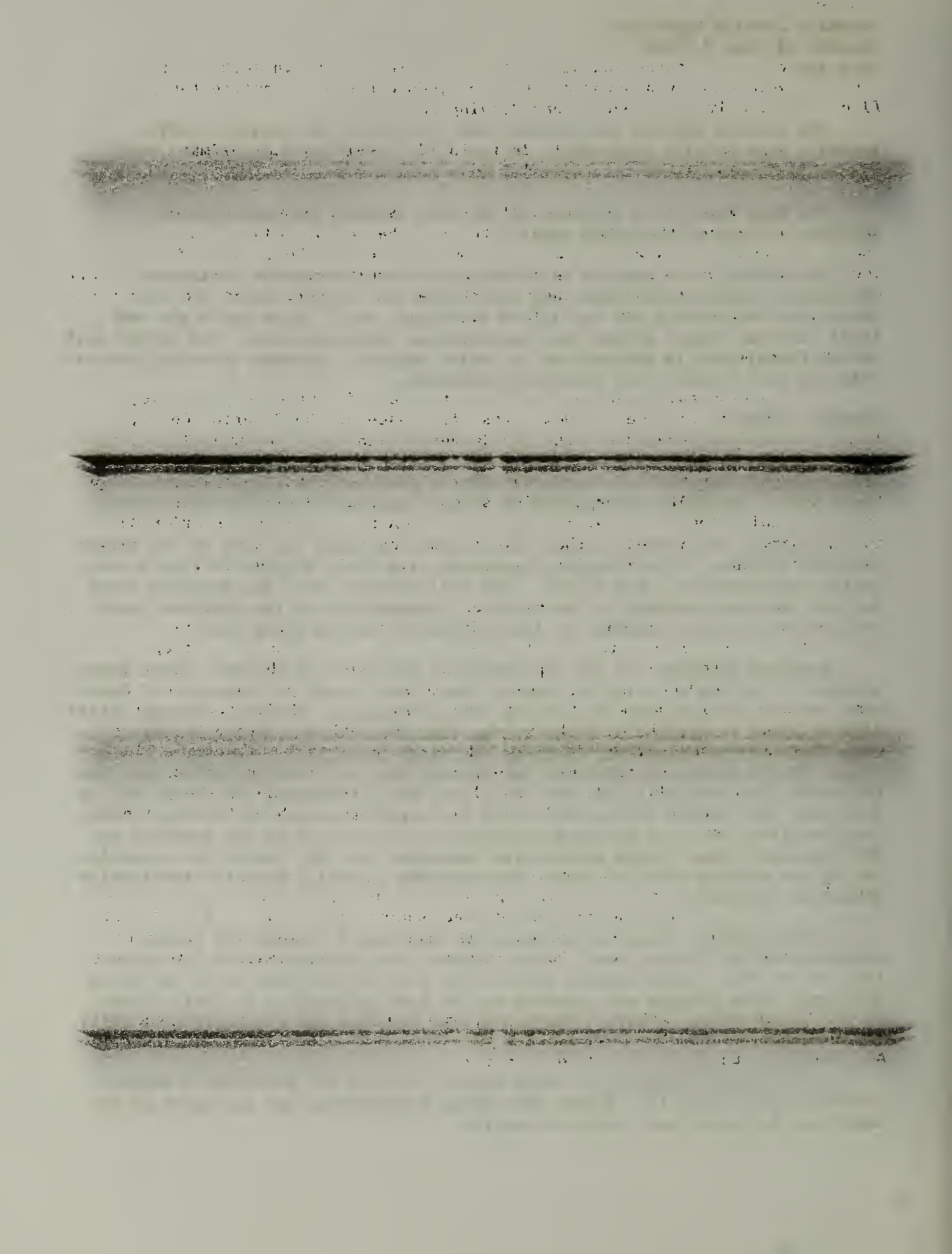
Judge Hanlon and Judge Chesney met with the judge whom they believe, effective July 1, will be the next Presiding Judge of the Superior Court, Judge Shaw. No change is expected in judges assigned to the Juvenile Court.

C.A.S.A: The Superior Court has approved assuming the cost of the budget for this program. After lengthy discussion, the Court decided to form a non-profit organization, C.A.S.A. Inc., who will contract with the Superior Court for the services rendered by the project. Composition of the 9-member Board was reviewed and the funding for this program is moving along well.

Homewood Terrace: At the invitation of the Board of Coleman, Judge Hanlon attended a meeting at which Mr. Martin Eber, Pres. Board of Directors of Homewood Terrace, stated that the closing was irrevocable. However, through activities of those interested in this program that decision may be reconsidered, especially if the Department of Social Services is willing to increase board rates. Judge Hanlon met with Mr. Pat Cannon, Dir. of Catholic Social Services, to assure that they will take the youth that would otherwise have been sent to Homewood. Mr. Cannon may be able, with his outside sources of funding (Catholic Charities, etc.) to continue accepting these youth if he can maintain an 85% occupancy rate. Judge Hanlon also discussed with Mr. Cannon the possibility of his talking with his Board about opening a special home for emotionally disturbed children.

Vision Quest: Judge Hanlon reported observing a program for serious offenders called Vision Quest. This program is an alternative to incarceration by the CYA. Judge Chesney visited the program with Judy Hogan and Nadia Stafford. This program was endorsed by the Rand Corporation in their report to the Legislature. However, there are some concerns and considerations still to be resolved.

YGC Volunteer Auxiliary: Judge Hanlon attended the Volunteer's Annual luncheon held on May 16. Awards were given to dedicated men and women of the Auxiliary for their many hours of service.



Mr. Botka, supervisorial staff and Judge Hanlon met with the Volunteer's Board and discussed programs, issues and projects for the coming year.

Washington Conference: At the request of the U.S. Office of Juvenile Justice/Delinquency Prevention, Judge Hanlon has been asked to act as California's lead judge of a delegation to a national conference in Washington D.C. The purpose of this conference is to initiate a major training and technical assistance project to promote permanency planning for abused and neglected children. Many representatives from California will be there and all fifty states will be represented.

Seriously Disturbed Children & Youth Committee (Christopher T. Case): This committee was originally formed to respond to the pressures resulting from the Christopher T. lawsuit. The committee has now branched out and will continue to meet on a monthly basis. The committee will meet again in two weeks due to legislation that is moving rapidly.

Mayor's YGC Report: Judge Hanlon stated he will have no written response to the report until he has thoroughly reviewed it. He said that there are no surprises and that this report and the Breed report emphasize that the line and supervisory staff of Juvenile Hall are dedicated, capable and caring staff. Recommendations in both reports which are not already being implemented, are being carefully considered.

CHIEF PROBATION OFFICER'S REPORT

Statistics: Mr. Botka reviewed the statistical reports in the Commissioners' folders.

Central Receiving Facility: Mr. Botka gave a brief report on this facility and reported that there were 90 referrals the past month. A brief review was given of the placements, petitions filed, 20-day program (foster day care program provided by Youth Advocates staff), on-going counseling, etc.

Allen Breed Implementation Plan: Mr. Botka reported that the monthly in-house meetings with school, psychiatric/medical staff, Juvenile Hall, Probation staff and himself are continuing. They are now better able to handle and anticipate potential problems and crises. The multi-disciplinary approach will be improved when staff is increased. The development of a procedural manual is progressing, but a rough draft was not completed by June 1 due to numerous staff being away to meet the Standards Training & Correctional Program.

During the month of May there was a security meeting, in which members of the JJC participated, to look at that aspect of concern as raised in the Breed Report. This was an excellent meeting and a report from the committee will be forthcoming.

Ilene Bergsman, from the Commission on Accreditation for Corrections, met

with various staff and members of the JJC to educate them on the process and purpose of accreditation. It gave an idea and a direction as to where we can go and goals to work towards.

Mr. Botka reported on putting together and costing out an initial supplemental report for 27 counselor positions for Juvenile Hall.

Mayor's YGC Committee Report: Mr. Botka commended Steve LaPlante for the excellent report and commented that it ties in well with the Allen Breed Report. It provides a solid foundation to move ahead in the direction we want and he plans to utilize it to improve our services to youth. Mr. Botka reported on meeting with Steve LaPlante and Barbara Conway, who would like to look at all positions exclusive of Juvenile Hall. As we ask for additional staff for Juvenile Hall we need to determine that there are no excess positions at the LCRS, Probation or Business services.

Legislation for Children: Mr. Botka talked with Liz Berger of the Children's Lobby and Steve Thompson of Willie Brown's office about getting legislation through as it will relate to money for children. Support is needed in making the Legislature aware of the serious need for monies, especially in SF for the emotionally disturbed children.

Training Program: This year's training program is progressing smoothly in comparison to the previous fiscal year. Commissioner Romero noted that the time table for implementation of the response to the Breed-Smith report has been affected by a shortage of staff due to some staff not having completed training well enough in advance of the deadline. Considerable financial and staff resources have been expended on the training program and this problem should have been ironed out. Mr. Botka responded that in next year's program (beginning in July '84) the training will be completed by March 30 and the last three months of the fiscal year used to wrap up.

Commissioner Wada made two motions: 1) it was M/S/C that the Institutions Committee be directed to work closely with Mr. Botka to monitor the progress of the Breed Report and report back to the Commission in writing. 2) It was M/S/C that the Institutions Committee be directed to study the Mayor's Blue Ribbon Report on the Youth Guidance Center and to report its findings and recommendations to the Commission in writing.

CHAIRMAN'S REPORT:

Security Meeting: Chairman Grandin stated the Security Meeting of May 15 will be reported on under the Institutions Committee report.

Accreditation: The accreditation meeting will be discussed at next month's meeting.

AB1229: Chairman Grandin announced that thanks to Commissioner Costello the City did endorse AB 1229.

Channel 2 Program on YGC: On June 16 at 10:30 p.m. Channel 2 will have a half-hour program on YGC.

Executive Committee Meeting: The next Executive Committee meeting will be held on June 18 at 9:00 a.m. in the Commission office.

Youth Guidance Center Task Force: Chairman Grandin suggested that the JJC's Youth Guidance Center Task Force be discharged due to the completion of the Mayor's Blue Ribbon Report. M/S/C.

MCJC Executive Committee Meeting: The main focus of this meeting was a report on the needs and problems of homeless youth presented by a sub-committee of the AB 90 Task Force. Commissioner Wada is a member of that task force and will give a report on this matter at the July meeting.

COMMITTEE REPORTS:

Finance Committee: At the request of Commissioner Costello, it was M/S/C to authorize the Chair of the Finance Committee to send a letter to members of the Finance Committee of the Board of Supervisors to "educate" them more specifically about what our needs are for the budget. A draft of the proposed letter was circulated to Commissioners. All Commissioners were invited to attend a meeting of the JJC Finance Committee on June 18 at 3:30 p.m. in Mr. Botka's office to review the funding issues.

Institutions Committee: Commissioner Kelleher reported on the meeting with security specialists. He briefly reviewed the findings of that group in relation to security recommendations made in the Breed report. Commissioner Kelleher stated that the committee's recommendations are being prepared in writing for the July meeting.

Commissioner Wada recommended that the Institutions Committee come to the next Commission meeting with projected cost estimates of those items needing immediate attention. Mr. Botka stated that he would arrange for private fencing and security experts, at no cost, to give estimates and that it is necessary to tie-in with what the Department of Public Works can do for us.

Commissioner Cayton reported on a meeting of the Institutions Committee attended by Mr. Foote.

Legislative Committee: Commissioner Costello reported on four bills requiring attention: 1) AB 1229, Pappan Bill; 2) Alatorre Bill; 3) AB 2381, Mojonnier Bill; 4) AB 3632. Each bill was reviewed and at Commissioner Costello's request, it was M/S/C that the Commission take a position in support of amending back in of all monies that were in the original AB 2381. The original gave 50% of new dollars to children's mental health programs and services. The current language freezes last year's expenditures for children's mental health services proportionate to fiscal year 1983-84 and does not take care of any of the voluntary placement population which lost funding from Mental Health in December of 1983 when AB 2315 "Sunset".

Commissioner Costello also discussed AB 3920; it is a new money bill giving $3,500,000 to Ventura County, which is a tri-county pilot project, and doing very well coordinating all its funds. Commissioner Costello made a motion and it was M/S/C that the Commission write a letter suggesting that those $3,500,000 be allocated to a county that has nothing going for it like San Francisco, Los Angeles or some metropolitan county.

Commissioner Ayala gave an update on: 1) AB 1071, AB 1186, dropped due to strong opposition and 2) SB 2282, passed unanimously. Pending are SB 1718 and AB 3836. He gave a review of the Juvenile Justice Reform Package of 1984 and SB 2208.

Probation Services: A Probation Organization Chart was placed in Commissioners' folders and a probation services summary prepared by Mr. Cain had previously been distributed. Commissioner Romero reported on the Probation Services Committee meeting last month. Intake supervisors attended the meeting and discussed their various functions and problems, and the areas in which the Commission could be of assistance. The Intake supervisors also requested an update of the policy and procedural manual and information on when it would be completed and available. It was M/S/C that the Probation Services Committee be given authorization to proceed with the issues raised by the Intake staff, specifically: 1) The Police Department's entry or non-entry of Juvenile Police Reports into the computer. 2) Certification of minors to Juvenile Court from Municipal Court without adequate information. 3) Handling of undocumented minors.

The next meeting of the Probation Services Committee will be on Tuesday, June 26 at 3:30 p.m. in the Commission Office and all Commissioners are welcome to attend.

Extension of Meeting: It was M/S/C to extend the meeting fifteen minutes.

LIAISON REPORTS:

DPC/DPCC: Jane Asselin reported on DPC activities including the previous DPC meeting at which Robert Hernandez, of the Bernal Heights Neighborhood Center, was a guest speaker. His group is sponsoring a breakdance competition for youth this summer, and this was reviewed in last month's report. The DPC's Legislative Committee voted to support four bills: SB 2123, AB 2705, AB 2443 and SB 1616. Mrs. Asselin suggested that the Legislative Committees of the JJC/DPC get together; strategies could be planned jointly and information could be shared. There will be no DPC meeting in July due to the Democratic Convention and the next meeting will be August 21. For many years there were educational meetings sponsored by the National Conference of Christians and Jews but they were discontinued. These breakfasts will now be held again beginning with June 19 at the Old First Presbyterian Church at 7:45 a.m. The guest speaker will be James Rowland of the CYA.

Action Network: Commissioner Ayala reviewed the latest Action Network

Newsletter in which child exploitation concerns are addressed and an active campaign launched against child porno. Commissioner Ayala has been offered to be on the Regional Board of A.C.T.I.O.N. and also the State Board; no decision as yet.

Community Advisory Board: Commissioner Grandin reported that they are continuing to work together. As a point of information, she advised that Allen Levitt has tendered his resignation as Director of the SF Community Mental Health Dept.

TREASURER'S REPORT:

Commissioner Romero reported on the amount in the Commission checking account.

SECRETARY'S REPORT:

Commissioner Kelleher requested that all Commissioners turn in their Hours of Participation Forms.

UNFINISHED BUSINESS:

Executive Director for JJC: Commissioner Kelleher will report on this matter at the July meeting.

Mayor's Report: The report will be reviewed by Commissioners this month and discussed at the next Commission meeting.

Homewood Terrace: In response to a motion by Commissioner Wada, it was M/S/C (with Commissioner Marovich abstaining) that the Commission continue its interest in the continuation of Homewood Terrace as run by the Jewish Family Services or by another agency.

Consolidation of Juvenile and Adult Probation Depts: In response to a motion by Commissioner Wada, it was M/S/C if the issue becomes a matter of public discussion, such that is appropriate to take a position, the Commission's position will be to oppose consolidation of the Adult and Juvenile Probation Departments.

NEW BUSINESS:

Mission Education Youth Guidance Project: After some discussion, Commissioner Romero made a motion and it was M/S/C that the Commission support the Mission Education Youth Guidance Center Project in concept recognizing the need for further development of specifics particularly regarding the ability to service all segments of the caseload. Commissioner Costello introduced an amendment that there be in the letter of support, comment upon the cost of the services provided in relation to the population served. It was M/S/C to approve the motion as amended.

Commissioner Ayala requested the Executive Committee to look into polling the Commissioners as to other times for regular monthly meetings.

ADJOURNMENT:

It was M/S/C to adjourn the meeting at 2:42 p.m. in memory of Donald Tennant.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF MAY 1984

5/1/84 Copy of letter to Mr. Joseph Botka from Alfredo Bojorquez re statements made by him at the Network Conference on February 7, 1984.

5/1/84 Material from the Governor's Office, State of California to Commission re material on California Neighborhood Watch Month and National Police Week.

5/2/84 Letter to Chairman Laws from Werner Gottlieb, Executive Director, Jewish Family & Children's Services re possible phase-out of Homewood Terrace Residential Program.

5/3/84 Letter from Chairman Laws to Sandy Pyer, East Bay Foundation, re thanking her on behalf of the Juvenile Justice Commission for the Foundation's assistance in funding the Senior Tutors for Youth in Detention at SF's Juvenile Hall.

5/3/84 Letter from Chairman Laws to the Shoong Foundation, re thanking the Foundation on behalf of the Juvenile Justice Commission for their funding assistance for the Senior Tutors for Youth in Detention at SF's Juvenile Hall.

5/3/84 Letter from Chairman Laws to Martin A. Paley, Dir. San Francisco Foundation, re thanking him on behalf of the Juvenile Justice Commission for the Foundation's funding assistance for Senior Tutors for Youth in Detention at SF's Juvenile Hall.

5/3/84 Letter to JJC Chairperson from Ronald W. Hayes, Deputy Dir. Prevention & Community Corrections Branch, Dept. of the Youth Authority, re "Directory of California Justice Agencies Serving Juveniles and Adults" update and order form enclosed.

5/4/84 Copy of letter to Gloria Burchard, Court School Principal, from Walter Hight re Choral Program at YGC and LCRS.

5/7/84 Material to Commission from A.C.T.I.O.N. re information concerning the upcoming CPPCA Conference.

5/7/84 Letter to Commission from Coleman Children & Youth Services re requesting support for 1) AB 1229 and 2) a 6% increase in foster-care funding for the 1984-85 State budget.

5/16/84 Letter from Chairman Grandin to: Governor Deukmejian, Senators Marks & Foran, Assemblymen Brown and Agnos, with copy to Assemblyman Papan, re support for AB 1229 on behalf of the Juvenile Justice Commission.

5/16/84 Letter to Past-Chairman Laws from Mayor Feinstein re thanking Commissioner Laws for her interest and participation on the Mayor's Advisory Council on Children, Youth and Families.

5/17/84 Letter to Chairman Grandin from Willie L. Brown, Jr. re acknowledging her letter, on behalf of the JJC, in support of AB 1229.

5/30/84 Letter from Vice Chairman Laws to Judge Hanlon re Certificates of Appreciation.

5/30/84 Letter from Chairman Grandin to Mary Ann McKale re congratulations on her new position with the Lincoln Child Center, Oakland, CA.

5/30/84 Letter from Assemblyman Art Agnos to Chairman Grandin re receipt of her letter, on behalf of the JJC, in support of AB 1229.

5/84 Notice of 1st Annual Summer Youth Festival to be held on June 10 at Kezar Stadium and informational material enclosed.

5/84 May 1984 Issue of "San Francisco Business".

5/84 Material received from the Office of Criminal Justice Planning re Request for proposals for 1984 juvenile justice and delinquency prevention formula grant funds (Statewide Emphasis).

5/84 Announcement from SF Study Center of "Guide to Services for Families, Children & Youth in SF" is now available and order form enclosed.

5/84 Legislative Status Report, 1983-84 Regular Session received from CYA.

5/84 Invitation from YMCA, Mission Branch re its building's 30th Birthday Party, Wednesday, May 17, 11:30 a.m. to 1:00 p.m.

5/84 Announcement from the National College of Juvenile Justice re Advanced Juvenile Justice Management Institute to be held Aug. 12-17, 1984 in Reno, Nevada.

5/84 Announcement from National Crisis Prevention Institute re a regional training program offered in "Non-Violent Management of Disruptive, Assaultive, or out of Control Behavior" July 9-10, 1984 in SF.

5/84 May 1984 issue of "The Tenderloin Times".

5/84 Notice from Napa Valley Conference Committee re conference on "Private Violence, School & Community Intervention" Nov. 2-4, 1984 Napa, CA.

5/84 Announcement from the Nurtury Family Institute, Larkspur, CA of the 1984 Father's Day Family Fair to be held on June 17 at the Fort Mason Ctr.

5/84 Announcement from KQED of the Vacation Video, summer program for children beginning June 11 and continuing thru August 31.

5/84 Announcement from Shakespeare-San Francisco of the Free Shakespeare in the Park, July 1984 and informational material included.

5/84 Announcement from Forensic Mental Health Association of 2-part seminar on "Child Sexual Abuse" to be held in Las Vegas, Nevada on August 16-17, 1984.

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

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JUN 2 8 1984

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TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: July 5, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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Minutes

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JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

JULY 5, 1984

CALL TO ORDER:

Present: Commissioners Grandin, Laws, Kelleher, Basse, Costello, Harrison, Smith, Wada, Webb. Excused: Commissioners Ayala, Cayton, Figone, Gilbert, Marovich, Romero. Staff: Joseph Botka, Jeanne Bailey, Aimee Exnicios, James Licavoli. Guests: Margaret Brodkin, Coleman Children & Youth Services.

APPROVAL OF MINUTES:

It was M/S/C to approve the June minutes as mailed with the following correction: Page 7, under heading Community Advisory Board: Delete Allen and replace with Alan.

COMMUNICATIONS:

The Secretary of the Commission stated the correspondence file for the month of June was circulated to Commission members. A list of June correspondence and mailings received is attached to and incorporated in these minutes.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka discussed the statistical reports in the Commissioners' folders.

Stay-in-School Program: Statistical material was distributed to all Commissioners and Mr. Botka gave a brief review of this project. The program has been very successful and he has asked the School Department to consider establishing a second classroom at Juvenile Hall for status offenders. The School Department reacted favorably and the request is under consideration. He will keep the Commission informed on this matter.

Training Program: Mr. Botka was pleased to announce that all training was completed on time and anticipates an even better job will be done this fiscal year.

Budget: Mr. Botka thanked Commissioners Costello and Wada for their fine work on the JJC Finance Committee and for their assistance and presence at the budget hearings. He reported that the Department made out very well and received all the necessary funds; he expressed his appreciation to the Commission, as a "whole" for its efforts on behalf of the budget.

Democratic Convention: Mr. Botka reported on a meeting he attended with representatives of the Police and Sheriff's Departments to draw up plans for the Convention as a large influx of juveniles is anticipated. The next Police/Liaison

meeting will be held on July 6, and the general plan is for police to move quickly in response to demonstrations, etc. The Army, at the Presidio, and the Sheriff's Department will each provide 50 cots for Juvenile Hall if needed.

Allen Breed Implementation Plan: A budget is being prepared for additional positions in coordination with Forensic Services. Mr. Botka will keep the Commission informed as to progress and will meet with Chairman Grandin prior to submitting the supplemental. Mr. Botka and Dr. Tom Peters have agreed to work their planning together and to coordinate their efforts with those of the "Christopher T" Committee. Further discussion ensued on this matter including Alan Levitt's plan which calls for DSS and Mental Health only to receive funding and no role for Juvenile Court or the School Department. The Mental Health group combined with the "Christopher T" Committee will meet with Judge Hanlon on July 31.

SPECIAL REPORTS:

AB90 Task Force Homeless Youth Report: A copy of the AB90 Task Force Report was placed in Commissioners' folders. Commissioner Wada served on the Task Force and reported that the Committee had made a series of recommendations to the Mayor's Criminal Justice Council. He requested that the Institutions Committee and Probation Services Committee study the report jointly to ascertain the parts they would like to oversight. Recommendations were divided into three categories: 1) Policy, 2) Coordination, Staffing & Training and 3) Services Needed. Category 4, Implementation Recommendations included a recommendation that the Commissions of the Juvenile Justice, Delinquency Prevention, Social Services and Police should provide oversight and future planning for these recommendations; strengthen services for runaway youth, in and out of City, and support services being done by Larkin and Diamond Street facilities.

Commissioner Laws suggested that the Chairs of the Institutions Committee and Probation Services Committee confer as to which recommendations specifically would be appropriate for the JJC to oversight and they will report back to the Commission. Mr. Botka's only reservation is the lack of clarity for long-term goals.

Accreditation: Chairman Grandin reported on the May 29 Accreditation Workshop conducted by Ilene Bergsman of the Commission on Accreditation for Corrections. She gave an overview of the accreditation process and that there are 34 standards for Juvenile Hall to meet. The purpose is to increase professionalism, accountability, and to help administration and staff develop goals, planning and overall directions towards upgrading probation and detention services in line with the American Correctional Association Standards. Steve LaPlante and Ilene Bergsman feel it is a help for budget purposes in that you are taking steps to run a professional institution. Guidelines spelled out are helpful to administration and if accreditation is pursued correctly staff at all levels feel participation in the overall evaluation and goal setting for the institution.

Mr. Botka thought it was an excellent meeting with representation from

various staff levels. Many standards have already been completed as a result of the Breed and Mayor's Blue Ribbon Reports; however, it may not be possible to accomplish all standards due to our physical plant.

CHAIRMAN'S REPORT:

Commission Vacancies: Chairman Grandin announced that Commissioner Ayala has resigned his position on the Commission due to his inability to give sufficient time to Commission activities. There are now two positions available on the Commission, one youth member and one adult commissioner. Anyone who has the name/s of a prospective Commissioner should contact Judge Hanlon as soon as possible. At the June Executive Committee meeting, it was suggested that the Executive Committee would be responsible for the screening of prospective candidates during the month of July. Commissioners should advise the Commission secretary, Dolores Dupignac, if they have a name to submit to enable the Committee to determine how many interviews to schedule. It was also the decision of the Executive Committee that the time of Commission meetings, areas of the Community being represented or not, etc., as raised by Commissioner Ayala at the last meeting, should be considered by the Commission as a "Whole" and will be placed on the agenda for the Workshop.

Chairman Grandin made a motion that a letter be sent to Joe Ayala expressing the Commission's appreciation for his participation, especially his fine work as A.C.T.I.O.N. Network liaison; M/S/C.

Criminal Justice Newsletter: Chairman Grandin asked Commissioner Costello to respond to the question of subscribing to this Newsletter which deals with issues relating to Juveniles. Mr. Botka advised that the Juvenile Court now subscribes to this publication.

Mayor's Advisory Council on Children, Youth & Families: Chairman Grandin reported receiving a form from this Council relative to services needed, services duplicated, etc., and she will complete the questionnaire. Input from Commissioners is welcome.

Vacancy on Legislative Committee: Commissioner Costello was appointed to this Committee replacing Commissioner Ayala who has resigned.

Action Network: This liaison position is now vacant due to Commissioner Ayala's resignation. Chairman Grandin suggested that it is now time for the Commission to re-evaluate its participation in "Network", etc. This matter will also be discussed at the Workshop.

Homewood Terrace: Chairman Grandin reported on several meetings she attended with representatives of Coleman Services, DSS and DPC on the possible closing of this facility. She will keep the Commission apprised as to progress on efforts to help prevent its closing.

Breakfast Meeting Sponsored by the National Conference of Christians & Jews & DPC: Chairman Grandin attended the Breakfast Meeting held on June 19 at which

James Rowland of the CYA was guest speaker. She expressed concern, shared by the CYA, relative to youthful sex offenders. This is a growing concern in SF which the Department of Public Health's Forensic Services Division has begun to look into.

Interview KPIX: Chairman Grandin reported she was interviewed by Steve Spies of KPIX. She took the opportunity to focus on the dwindling supply of placements in San Francisco.

Executive Committee Meeting: The next meeting will be held on July 16 at 9:30 a.m. in the Commission office.

Gift Presentation: A gift was presented to Dr. Smith, who is rotating off the Commission, in appreciation of his time and commitment to the Commission and the youth of San Francisco.

Annual Workshop: The Commission's Annual Workshop will again be held at Homestead Savings, 130 West Portal on September 25 from 4:00 to 7:00 p.m. Commissioner Kelleher was appointed Chairman of the Workshop Committee with Commissioners Basse and Laws as co-members.

COMMITTEE REPORTS:

Bylaws: Commissioner Laws made a motion and it was M/S/C to accept the Bylaw changes to conform to the new Calendar year.

Finance Committee: The Budget Analyst recommended that the CASA project not be funded in the Superior Court budget but in that of the Dept. of Social Services. In response to that recommendation, Commissioner Costello read a memo she had prepared to send to the Finance Committee of the Board of Supervisors re Commission support of the CASA project. It was M/S/C to send the memorandum as written on behalf of the Juvenile Justice Commission.

Institution Committee: Commissioner Laws reported on a meeting of the Institutions Committee with Mr. Botka regarding the Security Committee Report. A copy of the final memo was placed in Commissioners' folders. She discussed the issues and recommendations and one of the primary concerns is fencing. Gil Negretti, retired CYA Consultant, and Rich Rose, of the CYA, have offered to be guest speakers at the next Commission meeting to discuss the planning of security for this facility. Commissioner Laws made a motion and it was M/S/C that Messrs. Negrette and Rose be guest speakers at the August Commission meeting.

The next meeting of the Institutions Committee will be Wednesday, July 18 at 12 to 1:30 p.m. in the Commission office. Mr. Botka and Bob Foote will attend to discuss the "new unit management" approach to be used in Juvenile Hall. This is similar to the recommendation made by Steve LaPlante in the Mayor's Blue Ribbon Report. It is different from the "multidisciplinary team approach" and they will be coordinated. All Commissioners are invited to attend.

Legislative Committee: Commissioner Costello reported the legislation that would have brought funding for the mentally ill youth in San Francisco failed. However, the Papan bill to increase the foster care rate passed. She advised that in San Francisco there has been a budget augmentation by the Dept. of Mental Health to the County Mental Health in the amount of $115,000. Dr. Levitt has agreed to point all these dollars to children's services only. At this point, Commissioner Costello feels it useless to go for any augmentation that is not satisfactory to the State administration.

Probation Services Committee: Commissioner Kelleher gave an update on three problems defined by the Intake Supervisors; although they are not completely resolved progress is being made: 1) Certification of Minors to Juvenile Court from Muni Court without adequate information - this can be handled by the District Attorney who tells the Court Clerk, who tells the County Clerk, who in turn informs the Judge and the necessary information is then obtained. 2) EDP entry or non-entry of Juvenile Police Reports into the computer - Commander Clapp and Captain Idler state there is a shortage of clerks to perform this function. 3) Undocumented minors - Immigration Service has been cooperative and come to the Probation Department twice a month to handle this problem and progress is being made.

The next meeting of this Committee will be on July 12 at the Central Receiving Facility, 1292 Page Street, at 2:30 p.m. All Commissioners are invited to attend.

LIAISON REPORTS:

Psychiatric Community Advisory Board: Commissioner Grandin reflected that the Community Advisory Board for Forensic Psychiatric Services SF General Hospital Psychiatric Services has determined that there are too many things in these two areas for any one group to attempt to do. The C.A.B. is in the process of dividing into two different boards and an ordinance creating an Advisory Council on Forensic Health and Mental Health has been drawn up. The Council is expected to become a standing committee and will not be under Mental Health (will not be a Community Advisory Board) but will be a Citizens Advisory Group advising Dr. Silverman about the Forensic's Department. Chairman Grandin has served as liaison/representative from the Commission to the C.A.B. group and is participating in the effort to establish the new groups. She feels there is room for two groups, one for San Francisco General and the other for Forensics. The new group will be responsible for advising on health issues too, and believes that our Medical Clinic has not had the advocacy needed since their Medical Advisory Board was dissolved some time ago. At this point, she is still representative to the combined group but this will change in the next month. She will keep the Commission informed on this matter.

Mayor's Advisory Council on Children, Youth & Families: Commissioner Laws reported on the latest meeting she attended. In the latter part of the meeting, Don Benz, on behalf of the Youth Guidance Center, did an excellent job of explaining 601 and 602's and the difference between Probation Department and

Juvenile Hall. Commissioner Laws has questions about two of the items he talked about: 1) There is opposition to the Consolidation of Juvenile and Adult Probation Departments, and Mr. Benz stated that there was none. 2) Relative to out of home placements, Mr. Benz agreed that there is a shortage of placements for girls; however, he does not agree there is a shortage for boys 14 and younger. Mr. Benz and Commissioner Laws disagreed on this point.

Commissioner Laws considers the B-1 Program to be a stop-gap because there was not appropriate placement in the community for younger boys who did not fit in LCRS. At the Commission meeting, this led to further discussion. Mr. Botka spoke of the inception of the B-1 Program. The program focuses upon younger male offenders who have been adjudicated for law violations and/or violations of conditions of probation. The overall goal of the program is the interruption of delinquent patterns by encouraging youth to develop behaviors that will help them to successfully complete probation and to avoid further involvement with the Juvenile Justice System. In response to an inquiry by Commissioner Wada, Mr. Botka stated that about 17 years ago the Probation Department had tried to run their own group home for girls but it was not successful. Mr. Botka and Jeanne Bailey both emphasized that youth are not sent to LCRS because of lack of proper placements.

TREASURER'S REPORT:

In the absence of Commissioner Romero, Secretary Kelleher reported on the amount in the Commission checking account.

SECRETARY'S REPORT:

Commissioner Kelleher reported on the hours of participation recorded for June, and reminded all Commissioners to turn in their participation forms.

NEW BUSINESS:

Executive Session Meetings: Commissioner Webb raised questions as to the Executive Session - the time scheduled, should they be held on an "as needed basis", etc. After discussion, it was M/S/C that at the regular monthly Executive Committee meeting the Executive Committee will determine if an Executive Session is needed, how much time it will require. Commissioners will be so notified on the regular monthly meeting notices; the Executive Sessions will continue to be held prior to the regular monthly meetings.***

UNFINISHED BUSINESS:

Executive Director: Commissioner Kelleher will report on this at the August meeting.

Statistics: Commissioner Laws is working with Sandy Clayborn, EDP Coordinator, to develop new statistics for the Commission, and they should be available for the next meeting.

ADJOURNMENT:

The meeting adjourned at 2:15 p.m.

***Chairman Grandin emphasized that Commissioners will have to read their meeting announcements carefully. The Executive Sessions will vary from month to month.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF JUNE 1984

6/1/84 Letter to Chairman Grandin from Robert Williams, Legislative Consultant, acknowledging her letter to Governor Deukmejian, on behalf of the JJC, in support of AB 1229.

6/13/84 Letter from Judith Wood, Chairperson of the Contra Costa Co. Juvenile Justice/Delinquency Prevention Commissions re AB 2761 requesting SF Juvenile Justice Commission to express their support of this bill by writing to Governor Deukmejian.

6/14/84 Letter from Chairman Grandin to Assemblyman Richard Alatorre re, on behalf of the JJC of SF, expressing appreciation for introduction of his Bill, AB 2676; also requesting his support for AB 2381 and AB 3632.

6/14/84 Letter from Chairman Grandin to Assemblyman Louis Papan, re, on behalf of the JJC, expressing appreciation for the introduction of his Bill AB 1229

6/14/84 Letter from Chairman Grandin to Assemblywoman Mojonnier re, on behalf of the JJC, urging restoration of her Bill AB 2381 that language which originally dealt with services to the mentally ill minor.

6/15/84 Letter from Chairman Grandin to Supervisors Renne, Kopp, Molinari, re, on behalf of the JJC, requesting their support of budget items pertinent to Probation Services, YGC and LCR facilities.

6/21/84 Letter from Gloria Burchard, YGC School Principal, to Chairman Grandin re invitation to attend the graduation ceremonies for the LCRS on Tuesday, June 26 at 2:00 p.m. in the Lois Towles Caesar Memorial Chapel.

6/27/84 Copy of letter from Joseph J. Botka to Mayor Feinstein re acknowledging receipt of the Mayor's Youth Guidance Center Committee Report.

6/84 Announcement from Teenage Pregnancy & Parenting Project, SF General Hospital re conference on Creating Innovative School Based Health Programs for SF Secondary Schools to be held June 6, 1984 at the International Studies Academy, SF.

6/84 Announcement from The Center for Existential Counseling & Therapies of a one-year program on Existential Ground.

6/84 Announcement from Associates for Youth Development, Inc., Tucson, Arizona of a special offer from AYD Publications and material enclosed.

6/84 June 1984 issue of "Action Alert".

6/84 Spring 1984 issue of "Directions".

6/84 June 1984 issue of "San Francisco Business".

6/84 Announcement from Learning Publications, Inc. of the new "Incest: A treatment Manual for Therapy with Victims, Spouses and Offenders" and order form enclosed.

6/84 Announcement from Community Substance Abuse Services of a City-Wide

Symposium of "Follow the Rainbow"; the multicultural imperative in substance abuse prevention.

6/84 Invitation to an Open House on Wednesday, June 27th for Ron Deluca and Lorraine Honig in appreciation for their contribution to Coleman Children & Youth Services to be held at the Bay View Federal Bldg. (Coleman's New Office Location)--22nd & Mission Sts.

6/84 Advance announcement of 3rd Annual Napa Valley Conference on Private Violence "School & Community Intervention" on November 2, 3 & 4, 1984 and information ecnlosed.

6/84 Minutes of the May 15, 1984 Delinquency Prevention Commission meeting.

6/84 Complimentary copy of the New Designs for Youth Development publication.

6/84 Announcement from the National Conference of Christians & Jews and the SF Delinquency Prevention Commission of a breakfast to be held 6/19/84 at the Old First Presbyterian Church and registration forms enclosed.

6/84 Summer 1984 issue of "Our Animals".

6/84 Announcement from Dept. of the Youth Authority & Office of Criminal Justice Planning of training seminar re Adolescent Sex Offenders, Treatment/Public Protection to be held in October 1984.

6/84 Announcement from Frank Vicencia, Chairman of Select Committee on Child Abuse, California Legislature. of reception on June 26 to raise funds for the State Children's Trust Fund.

6/84 Announcement from SF Children's Hospital, Child & Family Treatment Center re Job Announcement from Community Mental Health worker.

6/84 Brochure from "I'SOT", Inc., re their Private Juvenile Placement Facility.

6/84 Material from the Governor's Office, State of California, re Governor's 1984 Summer Crime Prevention Program.

6/84 Material from O.D.N. Productions, Inc., New York, NY re film and storybook for children & parents on sexual abuse of children.

6/84 Notice from SF Dept. of Public Health, Community Substance Abuse Services re Public Hearing: What can be done in SF to alleviate drug & alcohol abuse among youth; hearing to be held on 7/11/84 and informational material enclosed.

6/84 Announcement from Nat'l. College of Juv. Justice of the Nat'l. Council of Juvenile and Family Court Judges re a National Forum on Alcohol & Drug Dependency: Youth, Families, Schools, and Courts to be held in St. Louis, Missouri Sep. 30-Oct. 3, 1984.

6/84 Announcement from Laboratory School of Natural Sciences, Fresno, CA re "The Hamms' Program".

6/84 July 1984 issue of SF Chapter "Friends Outside Newsletter".

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JUL 27 1984

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Notice

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: August 2, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

MINUTES OF AUGUST 2, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Grandin convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Commissioners Grandin, Laws, Kelleher, Romero, Basse, Cayton, Figone, Harrison, Marovich, Webb. Excused: Commissioners Costello, Gilbert, Wada. Judges: Hanlon. Staff: Joseph J. Botka, Dennis Doyle, Jean Holub, Jim Licavoli, Dennis Sweeney. Guests: Jane Asselin, Delinquency Prevention Commission; Father Tom Barret and Margaret Brodkin, Coleman Children & Youth Services; Greg Day, Youth Emergency Services; Joyce B. Ladar, SF Bar Association Juvenile Justice Committee; Dr. Janet Shalwitz, YGC Health Care Services, Joseph Spaeth, YGC Public Defender; Johannes Troost, Youth Advocates; Russell Zellers, Larkin Street Youth Center; Marilyn Borovoy, MCJC; Paul Gibson, consultant.

APPROVAL OF MINUTES:

It was M/S/C to approve the July minutes as mailed.

INTRODUCTORY REMARKS BY CHAIRMAN:

Chairman Grandin welcomed the guests. She expressed the Commission's desire to keep in touch with the community and community concerns, especially the Commission and Administration responses to the Breed Report and the Mayor's YGC Report. The Commission's role and how to keep the community better informed of Commission activities will be discussed at the Commission's Annual Workshop to be held on September 25. Recommendations and input are welcome and should be sent to the Commission by September 20 to be included for discussion at the Workshop. In the meantime, please read the Commission minutes.

CORRESPONDENCE:

The secretary of the Commission stated the correspondence file for the month of July was circulated to Commission members, and there were several important documents to read. A list of July correspondence and mailings is attached to and incorporated in these minutes.

JUDGES' CORNER:

Vacancy on Commission: Judge Hanlon stated the prospective candidates that had come to the attention of the Court for the position of adult commissioner had been interviewed by the Executive Committee of the JJC. He

reported meeting with the Executive Committee on this matter. Judge Hanlon was pleased to announce that Dr. Michael Roy had been selected and, subject to his acceptance, will be the new Juvenile Justice Commissioner. Dr. Roy was a member of the Forensic Services staff at YGC and is now with the McAuley Neuropsychiatric Institute.

C.A.S.A: Judge Hanlon again discussed funding of this program. The Board of Supervisors, at the budget hearing, did not approve the Superior Court assuming the cost, and ordered the matter be transferred back to the Probation Department budget. This is in the process of being done and, in the interim two months, the funding will be done by the National Council of Jewish Women, Urban League, and the Junior League.

Vision Quest: As discussed by Judge Hanlon and Judge Chesney at a previous Commission meeting, several minors have requested the opportunity to participate in this program. Judge Hanlon stated that the Superior Court had approved this program in "concept" but there are some concerns remaining and the matter is still under consideration. Judge Chesney will look into this further upon her return from vacation next week.

National Council on Juvenile & Family Court Judges: Judge Hanlon discussed the paper he has been working on along with other members of the National Council of Juvenile & Family Court Judges on serious juvenile crime, and he announced that the report will soon be published. The report will reaffirm the judicial mandate to treat each youth as an individual as they come through the juvenile justice system, and will indicate that juvenile courts are making youth accountable for their actions. How they are made accountable must be on an invidual basis and accomplished through rehabilitative programs and individualization.

Drug and Alcohol Abuse: At Judge Hanlon's request, the Volunteer Auxiliary will provide funding for a part-time drug counselor to come to YGC three times weekly to provide counseling for youth who have substance abuse problems.

Judge Hanlon announced that a Juvenile Court Teen-age Advisory Council on Alcohol and Drug Abuse will be formed with the assistance of youth commissioner Tracy Harrison, Dr. Peter Vaslo, of the Dept. of Health & Human Resources, Washington, D.C., and the SF Unified School District. Youth from secondary and possibly middle schools will participate. Hopefully, supporters such as Laurette Pomeroy of the Alcohol Council will join in treating this problem through the schools.

CHIEF PROBATION OFFICER'S REPORT:

Mr. Botka introduced Dennis Doyle and Jean Holub of Juvenile Hall who made a presentation on the B-1 Program, located at YGC, for males 13-16 years of age. The purpose of the program is to interrupt delinquent patterns and to establish ways to modify delinquent behavior so they will not enter the juvenile justice system again. Statistics were reviewed and there has been a 66% success

rate in the past two years. Ms. Holub gave an overview of the components of this program and advised that it has been updated to include more outings and incentive for participation in this program. Responding to an inquiry, Ms. Holub advised there is no comparable program for girls. Commissioner Romero requested to have a response from appropriate staff as to the reasons for or against this type of program for young women at YGC. Mr. Botka will report back on this matter next month.

Statistics: Mr. Botka reviewed the statistics placed in Commissioners' folders.

Democratic Convention: Mr. Botka reported that the only impact from the convention was on Thursday when 37 over the usual average that would come in the evening were processed. All went smoothly and it was not necessary to utilize the Action Plan developed for the Democratic Convention.

Los Angeles Times Articles: John Hurst, LA Times staff writer, made a study of juvenile halls throughout the state of California including SF's YGC. The articles reveal that some counties are using "Mechanical Restraints" to chain and strap down juveniles who are self-destructive, physically or verbally abusive, etc. SF Juvenile Hall does not use such restraints, but was criticized for lack of outside recreation. Copies of the articles were circulated to all Commissioners.

Response to Allen Breed Report: The manual of Procedures and Policies for the entire operation is almost on schedule. When completed, the manual will be available for staff and the general public. The manual will be kept updated to reflect law changes, etc. The recommendations of the report have been handled in three stages: 1) up-dating policies and procedures; 2) determining what would be necessary to develop program as spelled out budget-wise (supplemental budget request for additional staff as recommended); 3) long-term planning of capital improvements - feasibility study for new physical plant. Mr. Botka requested the JJC Chairman to appoint someone to join along with Mr. Foote and himself in a small committee to meet with individuals to discuss the feasibility study.

Response to the Mayor's YGC Committee Report Copies of the progress report to the Mayor's YGC Committee were circulated to Commissioners. Mr. Botka advised that this is not yet a public document. He gave a brief review of the report including responses or policies to various recommendations and issues. A rough draft of the Memorandum of Understanding between Court School Staff and Juvenile Hall Staff was also included in the report. The Unit Management Approach, as suggested by Steve LaPlante, is an excellent recommendation and Mr. Botka thanked Chairman Grandin and Commissioner Laws for their support and input on this matter. The Unit Management Approach will enable the YGC to better meet the individual needs of detainees.

On Friday, August 3 there will be a meeting with the Recreation Committee consultant, Rich Rose, and others from the CYA to assist (cost-wise) in developing the tennis court area into a multi-recreational resource. The Recreational

Committee is a sub-committee of the Security Committee. Mr. Botka will report back to the Commission on this matter.

Commissioner Marovich asked Mr. Botka how the Commission could better share with the community and interested community groups the department's responses to the reports as well as to the progress being made. It was suggested that the Commission, the Department and Judge Hanlon sponsor a community forum and Mr. Botka will participate in this endeavor. Commissioner Marovich moved that the Commission develop the most effective communication vehicle to communicate the Department's analysis and response to the reports, and give on-going progress reports to the community at-large and to the specific interests of community groups. M/S/C. Implementation was left to the discretion of the Chair.

CHAIRMAN'S REPORT:

Annual Workshop: Chairman Grandin announced that the Commission's Annual Workshop will be held at Homestead Savings, 130 West Portal, on September 25 from 4:00 to 7:00 p.m. Commissioner Kelleher is Chairman of the Workshop Committee with Commissioners Basse and Laws as co-members, and input from Commissioners is welcome.

Executive Committee Meeting: The next committee meeting has been changed from August 13 to August 20 at 9:30 a.m. in the Commission Office.

Annual Report: Copies of the Juvenile Court's Annual Report were placed in Commissioners' folders.

Executive Session: Chairman Grandin reminded all Commissioners to read their Commission Meeting Notices carefully as Executive Sessions will be held on an as-needed basis.

Unit Management: Chairman Grandin has been working with Mr. Botka and his staff in the development of the Unit Management Approach and has been assisting in the writing of the proposal for this system.

Forensic Psych Services: Chairman Grandin has also been working with the Psych staff to develop/expand their program during the evening hours, on weekends, and to formalize a crisis intervention approach. The School Department, Probation Department, Juvenile Hall and Psych and Medical Health staff have been working to develop a multi-disciplinary team approach to enable all components at YGC to work together consistently, wherever possible, to meet the individual needs of the detainees.

Seriously Disturbed Children & Youth Committee (Christopher T. Case): A group of people were brought together in response to the "Christopher T. Case". Its focus has now expanded to include a master plan for youth in and out of detention, and how their emotional and placement needs can best be solved. Chairman Grandin reported that Judge Hanlon convened a meeting on July 31 of

the Christopher T. Committee, Dr. Tom Peters, Dir. of DPH's Forensic Services Division and herself. The participants came together to discuss the various proposals, including supplemental budget requests for funding, to best meet the needs of these youth.

Guest Speakers - Sept. Commission Meeting: Rich Rose, of the CYA, and Gil Negretti, retired CYA consultant, will be guest speakers at the September meeting and will discuss the planning of security for this facility. They had previously been scheduled for the August meeting, but it was necessary to change the date.

COMMITTEE REPORTS:

Institutions & Probation Services - AB90 Homeless Youth Task Force Rept.: Copies of the report had been sent to all Commissioners for review. Commissioner Wada had been a member of the Homeless Youth Task Force and shared some of his thoughts with us on the report at the July Commission meeting. At that meeting, the report was referred to the JJC's Institutions and Probation Services Committees to review and report back to the Commission. Chairman Grandin had received a request from Youth Emergency Services to participate in the discussion of the report at the forthcoming August Commission meeting and the request was approved. It was decided that the JJC's committees would give their reports first, and then the community representatives would discuss what was missed, what the groups want to be informed about, etc.

Commissioner Laws reported on a meeting of the Institutions Committee with Messrs. Botka, Cain and Sweeney to review recommendations in the report. Two groups of youth were identified, local youth whose needs are addressed primarily by the Central Receiving Facility and the out-of-county youth. Before reporting back to the Commission, the Committees feel it is appropriate to contact the MCJC staff to discuss funding resources, especially for out-of-county youth.

Commissioner Romero would like to have the task force committee explain the recommendation which states that the Juvenile Justice, Delinquency Prevention, Social Services and Police Commissions should provide oversight and future planning for these recommendations. Follow-up is necessary and Commissioner Romero will report back on this matter.

Upon completion of the JJC's Committee reports, Chairman Grandin invited the community groups to make a general statement. Russ Zellers, Larkin St. Youth Center; Marilyn Borovoy, Chairman of the Youth Services Committee of MCJC; Margaret Brodkin, Executive Director of Coleman Children & Youth Services; Greg Day, Youth Emergency Services, responded. Russ Zellers suggested that an inter-agency task force be set-up involving members of the JJC, DPC, DSS and Police Commissions to look specifically at the role and responsibilities of public agencies in the implementation of the plan.

Marilyn Borovoy suggested that all present visit the three components of services for youth that have been developed as a result of the report ---

Diamond St. Youth Shelter, Larkin Street Youth Center and the Central Receiving Facility. Margaret Brodkin recommended that it would be helpful if the JJC endorse the plan "in concept" (so that there will be a mutual contract) enabling all groups to move ahead and collectively begin work on three identified areas: 1) Out-of-County Youth, for whom it would be desirable to place in SF County. 2) Extent of access to Central Receiving Facility for out-of-county youth. 3) Follow-up on youth sent home.

It was suggested that the persons interested in the problem meet with the JJC prior to any inter-agency task force meeting, and a sign-up sheet for those interested was circulated. Chairman Grandin recommended, and it was agreed, that initially members of the task force involved in the authorship of the Homeless Youth Report be included.

Institutions Committee: Commissioner Laws reported that the Committee met in mid-July with Mr. Botka and Mr. Foote about the Unit Management Plan and how it will be implemented at Juvenile Hall. The Committee was pleased with the plan as a "whole" and the proposed budget request to the Mayor is near completion. She requested that Mr. Botka supply each member of the Commission with a copy of the proposed budget request for review prior to its being sent to the Mayor. The proposal is coordinated with a request from the Forensic Services Division of the Dept. of Public Health. Mr. Botka assured Commissioner Laws that he would give the Commission sufficient time to review the budget request prior to sending it to the Mayor.

Commissioner Laws also reported on a meeting of the Institutions Committee with Gloria Burchard, YGC School Principal, relative to the possible addition of music and art components at the Court Schools. Funding sources are being sought.

Probation Services Committee: Commissioner Romero reported on a meeting of the Probation Services Committee (which attended as a third party), Probation Dept. staff, administration of Deux Chance and representatives of community groups. Deux Chance operates two group homes in SF and they had concerns about the number of placements and the assignment of probation officers to their facilities. The Probation Department has concerns regarding the level of service provided and youth getting into trouble while placed with Deux Chance. No issues were resolved at the meeting, but there will be follow-up. Commissioner Romero will send a letter to Deux Chance requesting that they send us some of the specifics and will arrange future contact with them.

Commissioner Kelleher gave an update on the problem of police reports not being entered in the computer. He contacted Supervisor Hongisto in an attempt to facilitate some administrative changes at the Police Department. The Committee met with Fred Virgilio, SMI Supervisor, about the certification of minors to Juvenile Court from Muni Court. He received a copy of the appropriate form and examples of how to complete it properly. The Committee will soon meet with the District Attorney, YGC, on this matter. Undocumented Youth has again become a problem, as the Immigration Services workload is too heavy to allow

them to come to the Probation Department on this matter. The Committee will once again meet with Don Benz and Intake Supervisors to try to resolve this problem.

Commissioner Romero spoke about the Committee visiting the Central Receiving Facility to discuss their intake procedures, and will next visit the cottages re their intake system. The Committee will next consider out-of-home placement.

LIAISON REPORTS:

Court/Police: Commissioner Basse reported on attending a meeting with Probation Department and various personnel to discuss the contingency action plan in the event of arrests and detention of juveniles during the Democratic Convention. Copies of this plan had been mailed to all Commissioners.

Mayor's Advisory Council on Children, Youth & Families: Commissioner Laws reported on going through an accelerated process of absorbing information from departments/agencies supplying services to youth, families and children. She stated the Council has divided into two committees: 1) Issues Committee to be chaired by Jane Asselin; Commissioner Laws will serve on this committee. 2) Community Involvement Committee.

TREASURER'S REPORT:

Commissioner Romero reported on the balance in the Commission checking account.

SECRETARY'S REPORT:

Commissioner Kelleher reported on the hours of participation, and all Commissioners were urged to turn in their participation forms.

NEW BUSINESS:

YGC School Dept.: Commissioner Romero advised that the School District, during August, is making new assignments to fit their program needs. The Court school program has made substantial progress under their principal, Gloria Burchard. Commissioner Romero moved that the Commission send a letter to school Superintendent, Dr. Alioto expressing our appreciation of Gloria Burchard's work and thanking him for his support of her and the programs she is presenting at Juvenile Court Schools. M/S/C.

State Advisory Group (SAG): Commissioner Laws discussed the letter received from the Office of Criminal Justice Planning announcing its next meeting in San Mateo on Aug. 23 & 24. All Commission members are invited to attend. She requested Mr. Botka to advise the Commission as to whether attendance of Commissioners at the meeting is a priority activity.

Extension of Meeting: It was M/S/C to extend the meeting ten minutes.

UNFINISHED BUSINESS:

Executive Director: Copies of the proposal prepared by Commissioner Kelleher were mailed to all Commissioners. Commissioner Romero moved that the Commission submit their supplemental request subject to any modifications which may come out of discussion of the specifics with Judge Hanlon and Mr. Botka. Commissioner Romero noted that the proposal has to be scheduled for a hearing in August and that the Commission does not meet again until September. He moved that the Commission empower the Executive Committee to take any necessary action at their discretion. M/S/C.

Feasibility Study: Chairman Grandin advised that this matter had been put "on hold" until the Mayor's YGC Report came out. Commissioner Marovich cautioned that this matter be kept in proper balance and perspective. Mr. Botka will hold a meeting in August regarding the feasibility study and asked for a member of the Commission to participate. Commissioners Kelleher, Marovich and Cayton will attend the meeting and report back.

ADJOURNMENT:

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF JULY 1984

7/2/84 Copy of letter to Mayor Feinstein from Judge Hanlon re acknowledgment of the Mayor's Youth Guidance Center Committee Report.

7/5/84 Memorandum to members of the Finance Committee, Board of Supervisors, from the JJC re CASA Project (Court Appointed Special Advocates) in support of funding for this program.

7/6/84 Letter to Chairman Grandin from Margaret Brodkin, Executive Director, Coleman Children & Youth Services, re supplemental funding of additional staff for the Probation Department.

7/13/84 Letter to Chairman Grandin from Larry Cruz, Chairman, Youth Emergency Services re request for representatives from YES & MCJC Homeless Youth Subcommittee to participate in the Homeless Youth Report discussion on the Agenda for August Commission meeting.

7/13/84 Letter to Chairman Grandin from Art Tapia, President of the Board, Coleman Children & Youth Services re adding names of Coleman's Juvenile Justice Task Force to the Commission Mailing List for minutes of Commission meetings.

7/19/84 Copy of letter to all Department Heads from City & County of San Francisco Recorder's Office re Storage of Records.

7/20/84 Letter to Commission Chairman, from the State Advisory Group (SAG) on Juvenile Justice & Delinquency Prevention (JJDP) re next meeting to be held in San Mateo on August 23-24, 1984; all members of the Commission are invited to attend.

7/30/84 Letter from Chairman Grandin to Margaret Brodkin, Executive Director, Coleman Children & Youth Services re responding to her letter of 7/6/84 re supplemental appropriation request for Probation Department additional staff. The letter was forwarded to Joseph J. Botka for reply.

7/30/84 Letter from Chairman Grandin to Art Tapia, President of the Board, Coleman Children & Youth Services re adding names of their Juvenile Justice Task Force to Commission mailing list for copies of minutes of Commission meetings.

7/84 Copy of Youth Guidance Center Action Plan/Democratic Convention July 15-21, 1984.

7/84 July 1984 Issue of "San Francisco Business".

7/84 Announcement from Children's Express/Xanthos re Platform Hearings on "Our Lives Today:Our World Tomorrow" to be held July 10-12, 1984 at Ft. Mason Convention Center, SF.

7/84 Announcement from NAVCJ re conference to be held Oct. 14-17, 1984 in Sacramento, CA; "1984 to 2001:the Future is Now/Exploring the Future of Citizen Participation in Criminal Justice" will be the topic.

7/84 Announcement from the California Council on Children & Youth of 34th Training Seminar to be held 11/2/84 in Burlingame, CA re "Who is Parenting Our Children?"

7/84 June, 1984 copy of"Youth Issues".

7/84 Summer, 1984 copy of "The Intergroup Clearinghouse Newsletter".

7/84 Announcement from the National College of Juvenile Justice re the 12th National Conference on Juvenile Justice, Philadelphia, Pennsylvania to be held March 10-13, 1985.

7/84 Copy of "Truancy Report" April 1984 compiled by the San Joaquin County Juvenile Justice/Delinquency Prevention Commission received from the San Joaquin County Probation Department.

7/84 Announcement from National College of Juvenile Justice re training program "Issues in Family & Domestic Relations" to be held in Reno, Nevada on Oct. 28 - Nov. 2, 1984.

7/84 Copy of bulletin from Office of Criminal Justice Planning re projects submitted for review.

7/84 Copy of June 19, 1984 Delinquency Prevention Commission meeting minutes.

7/84 Announcement from California Council on Children & Youth re 34th Training Seminar to be held 11/2/84 at the Holiday Inn at SF International Airport.

7/84 Material received from A.C.T.I.O.N. re: 1) Project ACTION 1984-85 Grant Proposal; 2) Juvenile Justice Clearinghouse information flier; 3) Juvenile Justice Clearinghouse Reference Service order form; 4) July 1984 ACTION Newsletter; 5) Orange County Group Home Study; 6) Legislation Information; 7) Revised June 1984 library materials listing for commission use.

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Notice

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: September 6, 1984 Regular Commission Meeting

The next meeting will be at 12:00 Noon. The first half-hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

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MINUTES OF SEPTEMBER 6, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Grandin convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Commissioners Grandin, Laws, Cayton, Costello, Figone, Gilbert, Harrison, Roy, Wada. Excused: Commissioners Basse, Kelleher, Marovich, Romero. Absent: Commissioner Webb. Judges: Chesney. Staff: Joseph J. Botka, Mel Askins, Rich Perino. Guests: Jane Asselin, Delinquency Prevention Commission; Jack Gifford, CYA; Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services; Jon Herzstam, Forensic Services/Y.E.S.; Joyce B. Ladar, Attorney; Stephen LaPlante, MCJC; Gil Negretti, Retired Consultant CYA; Joe Spaeth, YGC Public Defender; Zeno Tallerson, Youth for Service; Johannes Troost, Youth Advocates; Russ Zellers, Larkin St. Youth Center.

APPROVAL OF MINUTES:

It was M/S/C to approve the August minutes as mailed.

CORRESPONDENCE:

Commissioner Laws, Secretary pro tem, advised that Chairman Grandin had reviewed the Correspondence folder and marked the items that she considered of particular interest for Commissioners' perusal. The folder was circulated to Commission members, and a list of August correspondence is attached to and incorporated in these minutes.

Commissioner Wada expressed concern about several items in the Correspondence folder. He referred to, and read, a letter from the Real Alternatives Program (RAP) sent to a detainee in Juvenile Hall. He moved that the Chair of the JJC be directed to write a letter to the Chairman of the Board of RAP, with a copy to the United Way and to Rotea Gilford, Executive Director MCJC, pointing out the inaccuracies of this letter and the inappropriateness of it being sent to a youth at YGC.

Commissioner Wada also referred to a communication from the SF Office of Children, Youth & Families stating that YGC is racist and against minorities and poor youth and he stated this also should be responded to by the JJC. Commissioner Wada moved that the Chair, with the assistance of the Executive Committee, be authorized to answer Mr. Jim Queen from the SF Office of Children,

Youth & Families to point out the inaccuracies in his letter. It was M/S/C the Chair of the JJC respond to both letters.

GUEST SPEAKERS:

Chairman Grandin introduced the guest speakers, Mr. Jack Gifford of the CYA and Mr. Gil Negretti, retired CYA consultant. Rich Rose, CYA consultant, was unable to attend. Commissioner Laws told the Commission that Mr. Rose was to have given a progress report as to security improvements and the possible development of an outdoor recreational area at YGC.

Mr. Gifford stated that he wanted to clarify the role of the CYA in regard to several items pertaining to Juvenile Hall. The CYA's purpose is to provide information and services to staff (in this instance, the Security Committee) and it is then the committee's responsibility to report its recommendations to the Commission.

Commissioner Laws advised that she understood that Mr. Botka had invited Messrs. Rose and Negretti to meet with the Security Committee as consultants because of their vast experience with institutions such as YGC. The group toured the facility and shared ideas as to what was needed and what is feasible. Mr. Botka then contacted the CYA and requested their review of fencing and specific recreational areas.

Mr. Botka reported that yesterday, September 5, the CYA followed-thru and went over the entire area and worked with YGC's Building & Grounds Superintendent as to fencing and recreational areas. They also provided a breakdown as to the costs and he distributed a copy of this breakdown to all Commissioners and Messrs. Gifford and Negretti.

Commissioner Wada moved that this matter be put over to another calendar at which time, he suggested the Security Committee report back to the Commission. M/S/C.

Responding to an inquiry as to the role of the Youth Authority, Mr. Gifford explained that the CYA inspects county facilities that detain minors and gave a brief overview as to how the standards were established and agreed upon. The Juvenile Justice Commission and the Juvenile Court are also responsible for such inspections.

Mr. Negretti, at the request of Mr. Botka, will work with the Security Committee on a voluntary basis.

JUDGE'S CORNER:

Judge Hanlon is attending a conference in Reno, and Judge Chesney is the acting Supervising Judge of the Juvenile Court.

Permanency Planning Project: Judge Chesney reported that the Department of Justice had designated Judge Hanlon as the lead judge for the Permanency Planning Project as to how it affects California. The National Council of Juvenile Court Judges and the Department of Justice have been working together in this area. The Federal government has appropriated $3,000,000 to implement the Federal Adoption Act for California.

Swearing-in Ceremony: Judge Chesney reported that Dr. Michael Roy was sworn-in by Judge Hanlon on August 15 to a four-year term on the Commission. Dr. Roy, a psychiatrist, is the Chief of the Adolescent In-Patient Unit at McAuley's Institute. Judge Chesney acknowledged Dr. Roy's previous assistance to the Commission on the multidisciplinary team planning effort.

Truancy Court: The first Truancy Calendar will be on September 28, and the Truancy School will receive an additional teacher.

Vision Quest: Judge Chesney gave an update on this program, and advised that the Court is awaiting licensing of this program by the State of California before referring youth. However, if a youth and his parents express a desire to participate and, it is deemed the program meets the youth's particular needs, the Court will consider such referral prior to State licensing. The program is an alternative to CYA committment and is for seriously delinquent youth. It is not an out-of-home placement. A decision as to funding is awaited from the City Attorney regarding the position of the Dept. of Social Services that they are not required to fund a Vision Quest referral. If DSS is required to fund the referral, it would be responsible for 5% of the cost and the State would pay the remaining 95%.

Intergroup Clearinghouse Forum: On August 30 the Intergroup Clearinghouse held an open meeting on the Allen Breed and Mayor's YGC Committee Reports. Judge Hanlon, Allen Breed and Steve LaPlante addressed the reports and their implementation, and it was a productive meeting.

CHIEF PROBATION OFFICER'S REPORT:

Statistics: Mr. Botka reviewed the statistical reports in the Commissioners' folders.

New Budget Year: The new budget (fiscal) year began in July but did not become effective until September. The CASA program is now funded in the Probation Dept. budget. Mr. Botka announced that there are now three employment specialists for LCRS and one clerical person. The two programs will be reviewed in six months by the Board of Supervisors.

Day School Program: The Court ordered Day School will be housed in Cottage-1. The youth will not be booked into Juvenile Hall, but the Court will provide lunches.

Response to Allen Breed Report: The Probation Department and Juvenile Hall manual of Procedures and Policies are completed and the LCRS section will be completed soon.

The Breed Report stated that there was no Statement of Purpose for Juvenile Hall. A Statement of Purposes for the Department, Juvenile Hall, and Detention of Minors have been developed and will be included in the manual. The manual will be updated to reflect law changes, etc. Copies of the statements were distributed to all Commissioners.

Seriously Disturbed Children: Copies of a cover letter and proposed budget request for 27 additional staff were sent to all Commissioners. Mr. Botka reported that there has been no formal request as yet. He is working in coordination with Dr. Tom Peters, Dir.of DPH's Forensic Services Division in requesting supplemental budget funding to expand services to youth in detention.

Mr. Botka reported on meeting with Steve LaPlante, MCJC, and Barbara Conway, Mayor's Budget Analyst, to discuss the staff augmentation request. At this meeting, the Business Office was asked to more clearly delineate the tasks which will be performed by the requested additional Senior Counselors. Commissioners will be sent a copy of the revised definition, dated Sept. 5, as to why we need the staff augmentation. Mr. Botka will again meet with Steve LaPlante and Barbara Conway on this matter.

RAP Statements at Intergroup Clearinghouse Forum: Mr. Botka expressed concern as to the statements made by RAP at the Intergroup Clearinghouse Forum held on August 30. He plans to meet with Judge Hanlon, upon his return, and request that Judge Hanlon, members of the Commission and himself meet with the Board of Directors of RAP to clarify our working relationship with them and to develop goals and directions for the future.

CHAIRMAN'S REPORT:

New JJC Commissioner: Chairman Grandin welcomed Dr. Michael Roy, who was sworn in on August 15 as the new JJC Commissioner and announced his appointment to the Institutions Committee.

Youth Commissioner Vacancy: Chairman Grandin stated there is still a Youth Commissioner vacancy on the Commission. Claire Zvanski, Executive Director of the DPC will advise in the recruitment of applicants. Input from Commissioners is welcome.

Annual Workshop: Chairman Grandin again announced that the Commission's Annual Workshop will be held at Homestead Savings, 130 West Portal, on September 25 from 4:00 to 7:00 p.m. Commissioner Kelleher is Chairman of the Workshop Committee and will return from vacation next week. Input is welcome, and please contact Commissioner Kelleher upon his return.

Executive Committee Meeting: The next Executive Committee meeting will be held on September 17 at 9:30 a.m. in the Commission office.

AB90 Homeless Youth Task Force: Copies of the report were sent to all Commissioners several months ago for review and the report has been discussed at the past two meetings of the Commission. This past month, the Institutions and Probation Services Committees met with interested members of the community. Youth Emergency Services (Y.E.S.) and other concerned community groups involved in the plight of San Francisco's homeless youth responded to the need for city-wide support and subsidy of a master plan as to how to deal with this problem. They are requesting that the various groups involved endorse, at least "in concept" the plan. When Chairman Grandin was first approached to request the Commission's support of the plan, the only way she thought it could be endorsed would be for the Commission to express its endorsement of the plan in concept; i.e., to support the need for a subsidized master plan and network of resources for homeless youth while also being explicit as to the areas in which the Commission has reservations or unanswered questions. The Social Services Commission and other groups approached for endorsement share the same concerns for the plan, especially to ascertain if the City is willing to subsidize such a plan. The following three areas are of concern to all those involved: 1) Placement of out-of-county youth in SF County. 2) Extent of access to the Central Receiving Facility for out-of-county youth. 3) Follow-up on youth that are sent home.

Commissioner Laws reported on a lengthy discussion she had earlier today with Commissioner Romero, Chair of the Probation Services Committee, and they determined the following issues are being addressed: 1) Designation of youth as to 300 or 601's. No problem if under 14; there is a problem if the youth is over 14 and acting out. DSS is then inclined to classify as 601's. 2) Meet with Judge Hanlon as to what, if any, reservations the Superior Court may have about allowing the Central Receiving Facility to be the first stop for out-of-county youth as well as local youth. 3) Does the county have the jurisdiction to file a 601 petition on a youth from out-of-county/out-of-state? The Probation Department has a concern as to reimbursement for services provided to out-of-county youth. There will be a meeting with the Central Receiving Facility group to discuss the out-of-county/out-of-state compact (Interstate Compact), which is voluntary, and how this works regarding reimbursement of funds on a local and, hopefully, Federal level.

Commissioners Laws and Romero collaborated on the following statement which was read by Commissioner Laws:

"The Juvenile Justice Commission has received the MCJC, AB90 Homeless Youth Task Force report. Members of the Commission have met with interested parties and are now reviewing it with the Court and the Probation Department. The Commission recognizes that a substantial number of youth are not being served and that there are areas of coordination that need to be worked out between City agencies and other jurisdictions in California and the nation.

The Juvenile Justice Commission endorses the Homeless Youth Task Force Plan in principle and encourages the Board of Supervisors to give full consideration to the recommendations of the report. Because the Commission is still in the process of reviewing the plan, our recommendation as to specifics of the plan will be forwarded upon completion of our review."

It was M/S/C to send such a letter to Supervisor Nelder, President of the Board of Supervisors.

DPC/DPCC Meetings: Chairman Grandin expressed the need for someone to attend the DPC/DPCC meetings. She has been reviewing participation and involvement of various members of the Commission, and will be in communication with those whom she feels might be able to assume this liaison appointment.

COMMITTEE REPORTS:

Institutions Committee: Commissioner Laws reported on a meeting of the Institutions Committee and a written report of the meeting was placed in Commissioners' folders.

The annual inspection of Log Cabin Ranch has been scheduled for Wednesday, October 3 from 9:00 a.m. to noon.

An update on the recommendations of the Breed and Mayor's YGC Committee reports were covered by a letter from Mr. Botka written to Libby Denebeim, all Commissioners received copies thereof, and by a memo to Judges Hanlon, Chesney and all Commissioners.

Legislative Committee: Commissioner Costello reported on two action items. AB2381 - Through the auspices of the Children's Research Institute of California and the Children's Lobby, it was possible to get language back in that stated 50% of all mental health monies would go for children, but it will not become effective until June 30, 1985. AB3632 - This bill parallels closely the youth campus concept and 2315 whereby the agencies "marry" their funds at health and welfare agency level with the superintendent of schools. She reported that regulations came down specific to pass legislative intent in July of this year which states that no longer will DSS give dollars for habitation unless a minor is judicially processed. This will have a dramatic effect on residential treatment centers whose major funding is DSS. The impact of these regulations are important because the youth will sign a voluntary contract with the placement agency and then be court ordered involuntarily in order to obtain funds.

Commissioner Costello urged the Commission to send a telegram to the Governor urging him to sign AB3632 and to point out to him that within AB2381 there are no funds specific to the mentally ill child. She also requested the Commission to write a thank you letter to Senator Milton Marks as he was instrumental in the attempt to get the money language portion back in for children. It was M/S/C to send the telegram to the Governor and the thank you letter to Senator Marks.

Psychiatric Community Advisory Board: Chairman Grandin advised that on September 15 the SF General Hospital Psychiatric Services/Forensic Psychiatric Services Community Advisory Board will divide into two boards, one of which will be the SF General Hospital Psychiatric Board and the other will be the Forensic Advisory Council for Health and Mental Health Services. The new group will be the community advisory council over both health and mental health services at YGC. Chairman Grandin will serve on the new Forensic Council. Chairman Grandin emphasized that the new council will be responsible to advise on YGC's Medical Clinic too, whereas the old board was only responsible for the Psych Clinic.

The YGC Committee of the Community Advisory Board has been meeting with Psychiatric staff and Forensic's Division administration to review the recommendations in both the Breed and Mayor's YGC Committee Reports that pertain to Forensic Services at YGC and drew up a response as to those with which they agree and those to which they disagree, and plans to resolve the different points that were raised. The document is available for any Commissioner who would like to review it.

TREASURER'S REPORT:

In the absence of Commissioner Romero, Chairman Grandin reported on the balance in the Commission's checking account.

SECRETARY'S REPORT:

In the absence of Commissioner Kelleher, Chairman Grandin urged all Commissioners to turn in their participation forms.

NEW BUSINESS:

Resolution for Marilyn Borovoy: Commissioner Laws distributed copies of a resolution for Marilyn Borovoy. Last year, Coleman Children & Youth Services initiated an annual awards ceremony. Jean Jacobs was the first honoree and Marilyn Borovoy will be honored this year. It was M/S/C to send the following resolution:

"WHEREAS, for the last twenty-five years Marilyn Borovoy has worked unceasingly for the betterment of San Francisco's youth; and

"WHEREAS, the Juvenile Justice System in San Francisco has directly benefitted from her activities which include presidency of the Youth Guidance Center Volunteer Auxiliary for two years and seven years as a member of the Auxiliary Board, a two year term on the Advisory Board for Court Appointed Special Advocates, and twelve years as a member of the Mayor's Criminal Justice Council, the last three years of which she has served as Chairman of its Youth Services/AB90 Task Force; and

"WHEREAS, Marilyn Borovoy has always stood ready to consult with and advise individual members of the Juvenile Justice Commission and staff of the Juvenile Probation Department whether the subject be delinquency, fundraising, child

abuse, parliamentary procedure or budgetary process; and

"WHEREAS, Marilyn Borovoy has been tireless in her efforts which have ranged from spearheading the move to reinstitute the Juvenile Bureau within the Police Department to campaigning for years to see that a central receiving facility to counsel and assist status offenders be opened in the community; and

"WHEREAS, Marilyn Borovoy's good humor and good sense and wisdom have given strength and direction to all who have been privileged to benefit from her counsel;

"NOW, THEREFORE, BE IT RESOLVED, that the Juvenile Justice Commission of the City and County of San Francisco spread upon its minutes its commendation and profound and heartfelt appreciation of Marilyn Borovoy for her valuable contribution to the work of the Juvenile Justice Commission of the City and County of San Francisco and to the welfare of the children and youth of San Francisco."

UNFINISHED BUSINESS:

Feasibility Study: Due to Commissioners Kelleher and Marovich being unable to attend today's meeting, Mr. Botka reported on this matter. He reported on a meeting attended by members of the Commission and supervisory staff of YGC with Dr. Alan Kalmanoff, Executive Director of the Institute for Law and Social Planning. Dr. Kalmanoff had been instrumental in putting a program together that had netted the Sheriff's Department $2,000,000 to augment the jail and bring about changes. As he looked at the plant, he felt that he would like to do a needs assessment which takes into account program, the categories of children served and physical plant. Mr. Botka will discuss this matter further with Rotea Gilford, who had recommended Dr. Kalmanoff to the Sheriff's Department, and will report back on this matter.

Executive Director Position: Copies of the proposal were sent to all Commissioners. The Mayor has been gracious enough to allow MCJC staff member, Steve LaPlante several days at YGC to review the proposal and work on it with us.

ADJOURNMENT:

The meeting was adjourned at 2:25 p.m.

Respectfully submitted,

Beatrice C. Laws, Secretary Pro Tem
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF AUGUST 1984

8/2/84 Copy of letter to Joseph J. Botka from Warren Cain re Role of the Juvenile Justice Commission in the problem of Homeless Youth.

8/2/84 Letter to Chairman Grandin from Chair, Project ACTION, re the Project ACTION year-end Report; copy of report enclosed.

8/6/84 Letter to Chairman Grandin from Grace Hing, Project Director, CASA, re appreciation of Juvenile Justice Commission support of CASA program during recent budget hearings before the Finance Committee of the Board of Supervisors.

8/6/84 Letter to Chairman, JJC, from James Rowland, Director, CYA re enclosed copy of "Juvenile Hall Overcrowding, Alternative/Detention Programs".

8/6/84 Letter from Commissioner Romero to interested parties re meeting to discuss the Homeless Youth Report at YGC on 8/21/84.

8/13/84 Letter to Chairman Grandin from Gini Culwell, Facilitator ACTION-Region Three - re Commissions' training in Region Three.

8/15/84 Memorandum from Joseph J. Botka to All Staff re Policy Regarding the Use of Slurs by City Officials and Employees.

8/16/84 Letter from Chairman Grandin to Dr. Robert E. Alioto, Superintendent of Schools, SF, re the Commission's appreciation of YCC Court School Principal Burchard's work during the 1983-84 school year.

8/22/84 Copy of letter to Ms. Libby Denebeim, Chair Intergroup Clearinghouse from Joseph J. Botka re her request for response to the recent reports regarding the YGC.

8/27/84 Memorandum to Judges Hanlon and Chesney and Members of the Juvenile Justice Commission re the Allen Breed Management Audit; update thereof.

8/28/84 Copy of letter to Mr. John Place, Pres., United Way of the Bay Area, from Judge Hanlon re letter to detainee in Juvenile Hall from RAP.

8/30/84 Memorandum to Chairman Grandin from Judge Hanlon re Christopher T. Committee Meeting to be held 9/13/84 at 8 a.m. at YGC.

8/84 Copy of Courses for the Bay Area Public, UC Berkeley Extension Fall 1984 Catalog.

8/84 Announcement from Center for Children, Youth and Families, School of Social Work, Virginia Commonwealth University of booklets available and order form enclosed.

8/84 Announcement from Intergroup Clearinghouse re Forum on Allen Breed and Mayor's Report on YGC to be held August 30th, 9:00 a.m. till noon at the SF Board of Supervisors' Chambers.

8/84 Notice from Forensic Mental Health Associates re two Workshops on Child Sexual Abuse Workshop to be held 11/8-11/9, in San Diego, CA.

8/84 1984 NCPA Catalog received from National Committee for Prevention of Child Abuse.

8/84 Notice of 3rd Annual Napa Valley Conference on Private Violence "School and Community Intervention" to be held Nov. 2, 3 and 4, 1984.

8/84 Minutes of the Region III A.C.T.I.O.N. meeting held in Alameda County on June 16, 1984 received from ACTION.

8/84 August 1984 Copy of "San Francisco Business".

8/84 Copy of "Laws for Youth" Compiled by 7th District, California Congress of Parents and Teachers and updated by the Kern County Probation Dept.

8/84 July 31st copy of Department of Family & Community Services "Update" and published Bi-Monthly by the San Francisco Housing Authority.

8/84 Copy of "California Juvenile Homes, Ranches and Camps Population" Calendar Year 1984, received from Dept. of Youth Authority.

8/84 August issue of "Action Alert".

8/84 Material received from DPC/DPCC including minutes of their July 5, 1984 meeting.

8/84 Announcement from National Crisis Prevention Institute, Milwaukee, WI. re a regional training program offered in "Non-Violent Management of Disruptive, Assaultive, or Out of Control Behavior" to be held in Oakland, CA on Oct. 29-30, 1984; registration form enclosed.

8/84 Invitation to Chairman Grandin from Chinatown Youth Center re a Fund-Raising Cruise to be held 9/28/84 on the Blue & Gold Fleet at Pier 39.

8/84 Announcement from National College of Juvenile Justice, re the 12th National Conference on Juvenile Justice, Philadelphia, Pa., Mar. 10-13, 1985.

8/84 Announcement from American Youth Hostels, Inc. to JJC re in celebration of their 50th Anniversary, American Youth Hostels is giving away group memberships free to non-profit groups and information and application encld.

8/84 Announcement from the Dept. of Youth Authority re "Adolescent Sex Offender" Training Seminars to be held in Orange Co., Oct. 23-24, 1984 and Sacto. County Oct. 24-25, 1984.

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Notice

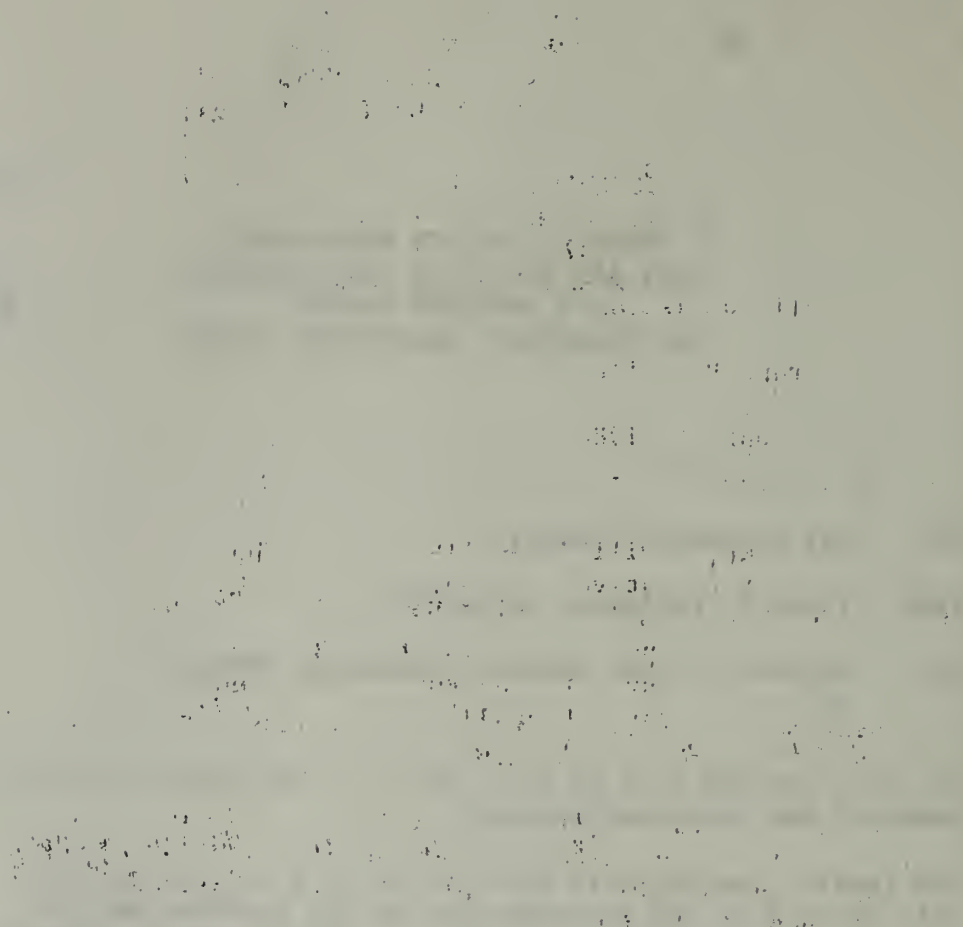
TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: October 4, 1984 Regular Commission Meeting

The next meeting will be at 11:30 a.m. The first hour will be reserved for Executive Session.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).



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MINUTES OF OCTOBER 4, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Grandin convened the meeting at 12:45 p.m.

ROLL CALL:

Present: Commissioners Grandin, Kelleher, Basse, Costello, Figone, Harrison, Marovich, Roy. Excused: Commissioners Cayton, Gilbert, Laws, Romero, Wada, Webb. Judges: Hanlon. Staff: Joseph J. Botka, Barney Speckman, Dennis Sweeney, Terry Twing. Guests: Jane Asselin, Delinquency Prevention Commission, Alfredo Bojorquez, Real Alternatives Program (RAP); Margaret Brodkin and Irene Holmes, Coleman Children & Youth Services, Randy Mecham and Johannes Troost, Youth Advocates, Dr. Laura Grieneeks and Dr. Janet Shalwitz, YGC Health Care Services, Joseph Spaeth, YGC Public Defender.

APPROVAL OF MINUTES:

It was M/S/C to approve the September minutes as mailed.

CORRESPONDENCE:

The correspondence folder was circulated to Commission members, and Commissioner Kelleher called attention to letters of particular interest and concern. A list of September correspondence is attached to and incorporated in these minutes.

JUDGE'S CORNER:

AB3632: Judge Hanlon announced that AB3632 had passed and was signed by the Governor. He commended Commissioner Costello and members of the Children's Lobby for their untiring efforts on behalf of legislation relating to monies for the care and treatment of emotionally ill children. This bill is significant as it touches on many of the "Christopher T." issues including that the Dept. of Health Services can become involved with emotionally disturbed youth when medically related condition/s result in the need for special education related services. Parents are not liable for cost of treatment services provided by the State Departments of Health and Mental Health, when the child is enrolled in public school and services are necessary for the child to benefit from special education. It develops an assessment procedure for client eligibility for rehabilitation services, and creates a State mandated local program which absorbs some of the costs for necessary out-of-home placement due to serious mental disability.

Child Abuse: Judge Hanlon stressed that he and Judge Chesney take seriously any rumors, jokes, allegations, etc. regarding child abuse at YGC. An allegation of child abuse in a cottage at YGC was recently made at a public meeting and brought to his attention. The person who made the allegation has been contacted but no information received. If information as to specifics cannot be obtained through phone calls or informally, he will request that, under the section of the W & I Code which allows the JJC to institute hearings, he will ask the Institutions Committee to conduct a formal hearing.

CASA: This program has now been absorbed in the Probation Department budget and Judge Hanlon will meet with the Director, Grace Hing, on a monthly basis. He announced plans to institute an advisory board to the Director and the Juvenile Court to assist in the recruitment and training of future CASA workers, who are all volunteers.

Teenage Council on Drug and Alcohol Abuse: Several months ago, Judge Hanlon announced the formation of this council, and he subsequently met with Dr. Alioto, Superintendent of the SF Unified School District, who is supportive. Youth Commissioner Harrison will work with this council, which will be comprised of teenagers from local highschools with a representative from each. Judge Hanlon and Commissioner Harrison will meet this afternoon with Dr. Hirta, of the Dept. of Education, to receive the names of participating students. This council is being encouraged by the Department of Health Resources to receive input from teenagers as how best to resolve the problem of substance abuse among teenagers.

Homeless Youth Task Force: Judge Hanlon reported on a meeting with the Homeless Youth Task Force on the issues raised by the Larkin Street Youth Shelter's financial condition; Commissioners Grandin and Laws were also present at the meeting. He expressed concern as to Proposition 36; if this proposition passes, he feels funding for projects such as the Larkin Street Youth Shelter will be eliminated. If proposition 41 passes, the youth who are dependents of the Court, the 300's and 600's, will be severely affected as to monies available for foster care (out-of-home placement).

Real Alternatives Program (RAP): Judge Hanlon, Mr. Botka and Commissioners Grandin, Kelleher and Laws met with the new Executive Director of RAP, Mitchell Salazar, Esperanza Echavarri, President of their Board, and Mr. Alfredo Bojorquez. The issue of a letter addressed to a detainee at Juvenile Hall was discussed. Judge Hanlon and Chairman Grandin both wrote responses to this letter, which was read at the September 6 Commission meeting. An apology was received for this letter which was sent out without authority. The meeting was also held in an attempt for the new Director, Probation Department and Juvenile Hall to work together to resolve some of the problems that exist in an effort to provide better care and services to the young people in the San Francisco juvenile justice system.

Retirement Announcement: Mr. Botka announced that he had notified the Presiding Judge of the Superior Court and the Supervising Judge of the Juvenile Court that he will be retiring from his position as Chief Probation Officer of YGC on November 30. Judge Hanlon advised that technically the funds for the

position would not be available for approximately five months, thus creating the need for an Acting CPO during the interim. After conferring with his colleagues, Judge Hanlon was pleased to announce the appointment of Dennis Sweeney as Acting CPO effective December 1, 1984. The Juvenile Justice Commission will be an integral part of the review process in the selection of a permanent CPO. Input from the Commission will be vital, and the Commission will have the opportunity to recommend, screen, and interview applicants, etc.

CHIEF PROBATION OFFICER'S REPORT:

December Commission Meeting: The December meeting of the JJC will be held in the Main Conference Room. The YGC Volunteer Auxiliary will need the Airplane Room, after the November Commission meeting, for Christmas gift wrapping and distribution.

Statistics: Mr. Botka reviewed the Statistical Reports placed in Commissioners' folders.

Response to Allen Breed Report: The Probation Department and Juvenile Hall manuals of Procedures and Policies are completed and a copy of each available for review in the Commission office. The LCRS section will be completed within a week.

Feasibility Study: Mr. Botka advised that arrangements have been made for representatives of the Departments of Public Works and Real Estate to meet with Judge Hanlon on Friday, October 12. Public Works may do the feasibility study inasmuch as we are discussing the cost of renovation, etc. and Real Estate has information as to property, space, etc.

Mr. Botka contacted the San Francisco Foundation to ascertain their response to an application for a feasibility study and that they were receptive. However, they indicated that before we get to that point, we must continue the process we are going through with City Departments to indicate a definite direction and decision to do something. They may give some funding for a feasibility study, but expect the City and other sources to provide additional seed monies also.

Security & Environmental Improvements: Mr. Botka introduced Mr. Barney Speckman, YGC Superintendent of Building & Grounds who gave an overview of proposed changes. Mr. Botka advised that it is necessary to keep the process moving step by step and he requested Commissioners Cayton, Kelleher and Marovich participate in future meetings on this matter. His next step will be to meet with representatives of the Departments of Architecture and Public Works.

Considerable discussion ensued, and, as the overall plan may take many years to implement, Chairman Grandin expressed the Commission's desire to explore this matter on a short-term basis to enable youth at YGC to have outdoor recreational

activities as soon as possible.

Mr. Botka stated that Commission support would be most helpful if, after our presentation, the Board feels that the CPO should go ahead and explore supplemental funding to expeditiously make fencing movable to enable detainees to have outdoor activities. It was M/S/C the Commission support Mr. Botka as just stated.

Supplemental for Staff Augmentation: Copies of an updated request for staff augmentation dated Sept. 5 were placed in Commissioners' folders. Mr. Botka has been working in coordination with Dr. Tom Peters, Dir. of DPH's Forensic Services Division, in requesting supplemental budget funding to expand services to youth in detention. However, Dr. Peters is not ready to move as originally planned. It is expected that if Proposition 36 passes, there won't be supplemental funding of any kind, but if the proposition is defeated we will be ready to proceed.

CHAIRMAN'S REPORT:

Executive Committee Meeting: The next Executive Committee meeting will be held on October 15 in the Commission office at 9:30 a.m.

Meeting with RAP: Chairman Grandin discussed this meeting briefly as it was covered in Judge Hanlon's report. She reported that it was a good meeting and Alfredo Bojorquez of RAP will be attending Commission meetings.

Youth Commissioner Vacancy: Chairman Grandin expects to have candidates available for the Executive Committee to interview in about a month. It will be necessary to work with schools for students to participate on the Commission during school time.

Annual Workshop: Chairman Grandin reported on the Workshop which focussed on the following areas: relationship with community, composition of Commission and where and when the Commission shall meet. Meetings will continue to be held as they are currently, but will experiment with the idea of having meetings in more accessible places in various parts of the community and in the evening. There has been broad support for increasing the people who currently get minutes of Commission meetings. However, funds for material and supplies have been substantially reduced and, as the Commission has no budget of its own, this is not feasible at this time. The Commission is working on obtaining its own budget and/or reducing and revising the minutes.

How to make the Commission more accessible to the community was discussed at length. The following recommendations came out of the Workshop and presented to the Commission for consideration and endorsement: Sending a letter to a large list of interested people/groups in the community and identifying each standing committee of the Commission, areas of responsibility and the Chair. Encourage all recipients of the letter who have a concerns or suggestions to call the Commission secretary and have the Chair of the committee that governs the area of your concern call you back. The committee chairperson will return your call and several

courses of action may occur: 1) If you have just a question, that may be answered during the course of your phone call with the Committee chairperson, or, if it is of more substance, you may request to be put on the agenda of the upcoming monthly committee meeting and discuss your concern with them. 2) Your concern may be resolved during the course of your meeting with the committee. However, the committee may need to do some follow-up and will then notify both the Commission and the party concerned as to their findings and their recommendations to resolve the matter. 3) The concern may be something so broad ranging or important that the party may be asked to bring it as an agenda item before the Commission as a whole. The new system will be tried for three months and subject to revision. It was M/S/C to put the new system into effect.

The issue of providing time for public comments was discussed in one context at the Workshop, but not in terms of responding to items as we go along. Chairman Grandin will report back on this matter.

COMMITTEE REPORTS:

Legislative Committee: Commissioner Costello reported on AB2381 (Mojonnier Bill) - that through the concerted efforts of the Children's Lobby and most all children's groups in the State, it was possible to get language back in that stated half of all mental health monies would go for children; however, it will not become effective until June 1985. Chairman Grandin also commended her and all those who gave of their time and efforts on behalf of bills relating to mental health monies for children.

LIAISON REPORTS:

DPC/DPCC: Jane Asselin gave an update on DPC activities including that Judge Chesney had administered the Oath of Office to their new Commissioner, John Irwin at their Sept. 18 general meeting. Russ Zellers and Johannes Troost were guest speakers at the DPC meeting and gave a brief overview of the Report on Homeless Youth in San Francisco. At this meeting, it was agreed to disagree with Propositions 36 and 41.

Mrs. Asselin reported briefly on a meeting of the Mayor's Advisory Council on Children, Youth & Families. Libby Denebeim announced that there will be no Network Conference next year and, instead, encouraged the groups to support a Bay Area conference regarding severely mentally ill youth. The Council voted to approve a Bay Area conference and the DPC agreed to support such a conference in concept.

SECRETARY'S REPORT:

Commissioner Kelleher reported on the August hours of participation and urged all Commissioners to turn in their September forms.

ADDITIONAL BUSINESS:

Feasibility Study: Commissioner Kelleher spoke briefly about a meeting with Alan Kalmanoff, Executive Dir. of the Institute for Law & Policy Planning. Dr. Kalmanoff is extremely well qualified and would like to do a needs assessment at YGC which would take into account program, categories of children served and physical plant, but he will not be available until January '85.

Larkin Street Youth Shelter: Funding runs out at the end of the year. Chairman Grandin reported attending forums where they presented their program and how they fit in with other services, how they fit in with what YGC is trying to do. Chairman Grandin expressed the desire to have the Commission write a letter of support for their funding efforts. M/S/C.

Sale of Alcohol to Minors: Chairman Grandin stated that there is a task force out of the Trauma Center Foundation of SF Hospital which is spearheading the effort to crack down on the sale of alcohol to minors. She had reviewed a resolution which is essentially a collection of some statistics about traffic accidents and utilization of services for substance abuse by minors, etc. They would like to receive community support for a concerted effort to eliminate the sale of alcohol to minors. They hope to receive the Mayor's support and then go to the individual merchants associations and have them approach their own membership and do their own policing at that level, etc. It was M/S/C the Commission support their efforts.

Reinstitute Police Diversion Program: Margaret Brodkin advised that members of Coleman had met with members of the Police Department and requested that they consider the possibility of reinstituting the Police Diversion Program. This had previously been a very successful program funded with Federal monies. Judge Hanlon reported meeting with Margaret Brodkin and Art Tapia of Coleman and gave his support for this program. Both the court and Chief Juvenile Probation Officer endorse this program. Chairman Grandin requested that Commissioner Basse, court/police liaison, study this program and report back.

CYA Inspection Tour: The CYA inspection tour of YGC will be on Oct. 24. Judge Hanlon recommended that the Chair of the Institutions Committee, Commissioner Laws, join in the tour.

Commission History: The matter of old Commission material was brought up by Chairman Grandin. She requested the Commission decide what they would like to do with this material, and it was decided to send this history of the Commission on to the City Archives. Chairman Grandin will follow-thru on this matter.

ADJOURNMENT:

The meeting was adjourned at 2:10 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF SEPTEMBER 1984

8/31/84 Copy of letter to Judge Hanlon from Eddie Baca, Director, Intergroup Clearinghouse re appreciation for his participation at the August 30 Forum.

9/5/84 Letter to Chairman Grandin from Coleman Children & Youth Services Juvenile Justice Task Force re how the Juvenile Justice Commission might improve its ability to work with the community.

9/6/84 Mailgram from JJC to Governor George Deukmejian re urging the Governor to sign AB3632 as important to the welfare of the seriously mentally ill minor.

9/6/84 Letter from Chairman Grandin to Senator Milton Marks re appreciation of his support of legislation on behalf of mentally ill children.

9/10/84 Letter to Chairperson, JJC from Community Relations Service, New York, N.Y. re new video-based training system for law enforcement and education officials entitled "Management of Social Disruption and Violence".

9/10/84 Letter to Region Three Commissions from Ginni Culwell, Facilitator, Project Action, re Ad Hoc Committee to meet training needs.

9/12/84 Memorandum to Chairman Grandin from Stephen LaPlante, re Thought Provoking Paper on Mentally Disordered Juveniles.

9/13/84 Letter to Commissioner Romero from Diana L. Garcia, SF City & County Affirmative Action Specialist, re job announcement for Class 8440 Probation Officer for Juvenile Court only.

9/14/84 Letter from Chairman Grandin to Esperanza Echavarri, President of the Board, Real Alternatives Program, re letter from RAP to detainee at Juvenile Hall.

9/24/84 Letter to Chairman Grandin from Margaret Brodkin, Executive Director, Coleman Children & Youth Services, re summary of the Forum on YGC; copy enclosed.

9/25/84 Copy of letter to Judge Hanlon from Joseph Spaeth, Managing Attorney, Public Defender's Office, YGC, re areas of concern about detainees at YGC.

9/84 Letter to Commissioner Kelleher from Alan Kalmanoff, Executive Director Institute for Law and Policy Planning dated 8/20/84 re feasibility study, YGC.

9/27/84 Copy of letter to Joseph J. Botka from Department of Youth Authority re inspection of Juvenile Hall scheduled for October 24, 1984.

9/84 Notice from the National College of Juvenile Justice, educational division of National Council of Juv. & Family Ct. Judges re a Core Course in Juvenile Justice for Judges to be held Oct. 21 - Nov. 2, 1984 in Reno, Nevada.

9/84 June 1984 copy of Adolescent Abuse: A Guide for Custody Personnel, from the Department of the Youth Authority.

9/84 Announcement from Intergroup Clearinghouse, Inc. of a Special Issues Forum on Immigration to be held 9/20/84.

9/84 September 1984 copy of "San Francisco Business".

9/84 Announcement from the American Humane Association Children's Division re the 108th Annual Meeting and Training Conference to be held Oct. 10-13, 1984 in Anaheim, CA.

9/84 Copy of California Juvenile Hall Population, Summary Report No. 16, Calendar Year 1983 from CYA.

9/84 July-October 1984 Notes from SF Women in Criminal Justice - Luncheon Meeting to be held 9/20/84.

9/84 Bulletin, 9/10/84, from Office of Criminal Justice Planning, Sacto. re Projects that were reviewed and approved by the State Advisory Group (SAG) on Juvenile Justice and Delinquency Prevention.

9/84 Announcement from Children's Hospital of San Francisco, Child and Family Treatment Center re Job Announcement for Director position.

9/84 Announcement from Girls Club of Santa Barbara, Inc. re Workbooks on: 1) Teen Woman's Journal for Self-Awareness and Personal Planning and 2) Challenges: A Young Man's Journal for Self-Awareness and Personal Planning.

9/84 September 1984 issue of "The Tenderloin Times".

9/84 Minutes of August 21, 1984 General Meeting, SF Delinquency Prevention Commission.

9/84 Fall 1984 issue of "Our Animals".

9/84 Announcement from National Association on Volunteers in Criminal Justice (NAVCJ) re Forum to be held October 14-17, 1984 in Sacramento, CA.

9/84 Material received from Governor's Office, State of California, re National Crime Prevention Month and California Safe Schools Week.

9/84 Invitation to Commissioners from Mission Education Projects re Third Educational Award Dinner to be held October 20, 1984.

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[Notice]

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: November 1, 1984 Regular Commission Meeting

The next meeting will be at 12:00 p.m. The first half hour will be reserved for Executive Session. Chairman Grandin wants to stress the importance of all Commissioners to attend Executive Sessions.

The regular meeting will begin at 12:30 p.m. The meeting will be held in the Airplane Room at 375 Woodside Avenue. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

R E M I N D E R

The December 6, 1984 meeting will be held in the Main Conference Room at 375 Woodside Avenue.

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MINUTES OF NOVEMBER 1, 1984 COMMISSION MEETING

CALL TO ORDER:

Chairman Grandin convened the meeting at 12:40 p.m.

ROLL CALL:

Present: Commissioners Grandin, Kelleher, Basse, Cayton, Costello, Figone, Marovich, Roy. Excused: Commissioners Gilbert, Harrison, Laws, Romero, Wada. Absent: Webb. Judges: Hanlon, Chesney. Staff: Joseph J. Botka, Mel Askins, Jeanne Bailey, Ben Okada, Dennis Sweeney. Guests: Jane Asselin, Delinquency Prevention Commission, Margaret Brodkin, Coleman Children & Youth Services, Steve Cahn, Steve LaPlante, Mayor's Criminal Justice Council, Joseph Spaeth, YGC Public Defender.

APPROVAL OF MINUTES:

It was M/S/C to approve the October minutes as mailed.

CORRESPONDENCE:

Commissioner Kelleher called attention to letters of particular interest and concern, and the correspondence folder was circulated to Commission members. A list of October correspondence is attached to and incorporated in these minutes.

JUDGES' CORNER:

Supervising District Attorney, YGC: Judge Hanlon announced that he had received a letter from Arlo Smith, SF District Attorney, confirming that Nancy Stretch, Supervising District Attorney, YGC, is being transferred and that Assistant District Attorney, Jerald Eisenberg, will assume the duties of Supervising District Attorney at YGC on November 5. He suggested that it would be appropriate for the JJC to send her a letter of thanks and recognition for her services at YGC.

SF Committee for LCRS: Judge Hanlon advised that he attended a meeting of this committee on October 22. Several matters of importance were discussed including that there is about $20,000 remaining and committed to the training program for LCRS. A mid-term evaluation report from Hernandez & Associates was reviewed at the meeting and it was an extremely positive report. If efforts continue the employment and training specialists, which will be reviewed by the Mayor's office after the first of the year, will be justified. He further advised

they are now focussing on after care programs for youth upon their release.

Employment and training statistical updates (covering the period Feb. '83 thru Sept. '84) were briefly reviewed and show that 221 youth have benefitted from this program. Inasmuch as there is funding remaining for this program and the final evaluation report not due until after July 1, 1985, it was decided that the committee will continue until that time.

SF Teenage Advisory Council on Alcohol & Drug Abuse: Judge Hanlon was pleased to announce that this council will have its initial meeting on November 20, and Youth Commissioner Harrison will serve as liaison to this council. The council will be comprised of student representatives selected by the Unified School District from each middle and high school, as well as private schools who wish to participate.

The purpose is to develop community support in overcoming the use and abuse of illegal substances among teenagers by getting direct teenage input. The council will advise the Juvenile Court and Unified School District on alcohol and substance abuse problems, formulate specific recommendations for policy to be adopted for use by the schools, courts, PTA groups, and assist in the evaluation of the efficacy of treatment programs for youth.

Undocumented Youth: Judge Hanlon reported on a meeting this morning with immigration authorities attended by Joseph Botka, Judge Chesney, Chairman Grandin, probation supervisorial staff and himself regarding the continuing problem of undocumented youth. They do not have sufficient staff to cope adequately with this problem, but they will continue to work with us to serve our needs as best they can.

Undocumented youth here without family support, who have committed a crime or need out of home placement, are especially a concern to the court. Because they are undocumented, they are not eligible for AFDC funding. Maintenance of Minors funds bear the cost of funding for this group and those funds will soon be depleted. We are working on the problem of reimbursement and will seek some funding assistance from the Federal level to help care for these youth.

Youth Law Center: Judge Hanlon reported on a meeting held Oct. 30 attended by Chairman Grandin, Judge Chesney, Joseph Botka, Dennis Sweeney and himself with representatives of the Youth Law Center to discuss the problem of detention criteria. Because of the amount of legal work they have had in that area, they offered to share their research with us to assist the Probation Department in their development of detention criteria. In turn, we will exchange some data with them, and it was a productive meeting.

Consolidation of Adult & Juvenile Probation Depts: Judge Hanlon advised that the Superior Court has met on this matter and decided that it would not be in the best interest of youth to consolidate the two departments at this time. The court did, however, request the Chief Adult Probation Officer and Chief Juvenile

Probation Officer to meet and consider some of the suggestions made by the Board of Supervisors budget analyst relative to the possible consolidation of fungible services such as the business office, purchasing, etc.

Homewood Terrace Meeting: At the request of Dr. Graeme Hanson, Judge Hanlon met with Jean Jacobs, Jack Morrison of DSS and Jewish Family Services on the issue of Homewood Terrace. Dr. Hanson represented the Mayor's Advisory Council on Children, Youth & Families. Jewish Family Services are in deliberations with several agencies as to their taking over the Homewood Terrace program. Judge Hanlon expressed our concerns about the Homewood Terrace program phase out of intake; namely, certain children that are in the program now will be phased out in July 1985 and the remainder in July of 1986.

National Council of Juvenile & Family Court Judges: Judge Hanlon was pleased to announce that the report prepared by this council will be released this month. This is the study in which Judge Hanlon participated last year. The report focussed on the council's position as to serious juvenile offenders. It contains 38 recommendations, approved by the national council, as to dealing with this population.

Youth Crime and Delinquency Prevention Report: Judge Hanlon received an advance copy of this report, Youth Crime & Delinquency Prevention/from Policy to Action, containing recommendations to the governor. The report was made possible with assistance from the Department of Youth Authority and the Office of Criminal Justice Planning. Judge Hanlon participated in the formulation of the report which was developed by concerned citizens, educators, and representatives of justice system agencies.

CHIEF PROBATION OFFICER'S REPORT:

SB924 Peace Officers' Training Program: Mr. Botka introduced Toni Crabbe, consultant to our court from the State Board of Corrections. She advised that 16,000 staff were trained state wide. In recognition of YGC's successful training of over 200 staff, Certificates of Appreciation from the Board of Corrections were presented to Ben Okada and Jeanne Bailey, court training officers.

Staff Augmentation: Mr. Botka stated that a supplemental budget request was submitted for 27 additional staff for Juvenile Hall on October 9. As discussed at previous Commission meetings, Mr. Botka has been working in coordination with Dr. Tom Peters, DPH Forensic Services Director, in requesting supplemental budget funding to expand services to youth in detention. This is for six months staff augmentation to start Jan. 1, 1985; the request has not been approved by the Mayor as yet.

Security & Environmental Improvements: A supplemental budget request was submitted on October 29 for fencing, outdoor recreational areas, installation of doors for bathroom privacy of detainees, etc. An overview of proposed changes relative to fencing and recreational areas was given at the October 4 Commission meeting by YGC's Superintendent of Building and Grounds.

Mr. Botka reported on a meeting with representatives of the Departments of Architecture and Public Works. These matters are progressing well.

Feasibility Study: Meetings were held on October 10, 18 and 30 with representatives of Departments of Architecture and City Planning, Capital Improvements regarding the process of a feasibility study. Commissioners Cayton, Kelleher and Marovich have participated in these meetings. Funding was discussed including the transfer of monies from the capital reserve fund for this type of operation/expenditure. The City Architect will work with us to coordinate with the City Planner, who is in charge of capital improvements, the preparation of a supplemental budget request. Department of Architecture will tell us how much money we should ask the Finance Committee to be transferred from the capital reserve fund to their department to develop this feasibility study. They want to work with us to determine our needs, the relationships of one department to the other.

Meeting with Representatives of Coleman Children & Youth Services: Mr. Botka reported on several meetings with representatives of Coleman relative to their concerns about developing alternatives to detention and clarifying decision making at intake. A check-off type list was received at the second meeting. Meetings have been held with our own staff and coordinates to the meeting with the Youth Law Center staff. He stated that we will be developing a check-off list and do a self-evaluation using that list so we can take a good look at documenting objectively and statistically how we are arriving at decisions for detention.

Another concern discussed at these meetings was how we can make the grievance procedure for detainees more effective and responsive to the needs of the detainees. Mr. Botka has asked the people from Coleman to write him and indicate the areas of concern they would like clarified. We will then extract that material from the Policies and Procedures manual we are developing so we can get community input in those specific areas of concern.

Mini-Computer: Thanks to the efforts of Sandy Clayborn, Research & Program Coordinator for YGC, the City's Electronic Data Steering Committee have approved the leasing of a mini-computer for YGC. The project is a joint effort and will include Probation, Public Defender, District Attorney and Psych and Medical Clinics. This will enable us to computerize the business office and update our operations.

Mayor's Managerial Excellence Award Nominees: Mark Mardahl was the first Juvenile Court nominee to be honored and this year's award ceremony was held at the St. Francis Hotel on October 25.

Grand Jury Tour of YGC: The Grand Jury will meet here on November 8 and tour the facility. All Commissioners are welcome to join the tour.

CHAIRMAN'S REPORT:

Executive Committee Meeting: Chairman Grandin announced the Executive Committee will meet on November 14 at 9:30 a.m. in the Commission Office.

Policies and Procedures Manuals: Copies of the Policies and Procedures manuals are available in the Commission Office, and commissioners are urged to review them.

Larkin Street Youth Shelter: Chairman Grandin was pleased to announce that the Mayor had approved funding for the Larkin Street facility, and, on behalf of the Commission, would like to send a thank you note to the Mayor and the Commission approved sending thereof.

Real Alternatives Program (RAP): A representative of RAP was scheduled to be on the Agenda for today's Commission meeting to discuss their vision as to how they would like to see the juvenile justice system change in the City. Chairman Grandin was notified the representative would be unable to attend the meeting today.

Commission Accessibility: Chairman Grandin expressed her appreciation to Colemans for making available to the Commission their extensive mailing list. She will shortly send out a notice on this matter.

Followup on Community Forum: Chairman Grandin advised there will be a followup to the Intergroup Clearinghouse Forum held at the Board of Supervisors Chamber, possibly before the next Commission meeting. She will report back on this matter.

Youth Commissioner Vacancy: Chairman Grandin is working on this matter. There is some difficulty as to the time of the Commission meetings which conflict with school hours, etc.

Notes of Appreciation: Chairman Grandin requested and received Commission approval to send a letter of thanks to Nancy Stretch for her fine work as Supervising District Attorney at YGC, and a letter of appreciation and congratulations to Mark Mardahl for his being an honoree at the Mayor's Managerial Excellence Awards Ceremony.

Consolidation of Juvenile & Adult Probation Depts: Chairman Grandin reiterated the Commission's position was against consolidation of the two departments at this time.

COMMITTEE REPORTS:

Institutions Committee: In the absence of the chair of this committee, Commissioner Laws, Commissioner Basse reported on the annual inspection of Juvenile Hall by the Institutions Committee on October 3. Commissioners Laws and Gilbert of the committee were joined by Commissioner Marovich and herself, of the Juvenile Court Committee. She found the tour very informative and, after a year's time, it was especially beneficial to again tour the facility. The following day, October 4, the Superintendent of Building & Grounds, YGC, gave a presentation of proposed security and environmental improvements at the Commission meeting. The tour gave her a better understanding of the proposed changes/improvements.

Commissioner Basse also participated in the CYA tour of Juvenile Hall on October 24. Prior to the inspection tour, she reviewed the Breed and Mayor's Reports. She found the review most helpful to her and enabled her to see things more clearly.

Commissioner Basse reported on the Institutions Committee meeting held on October 31. She emphasized that other members and herself were pleased to see two of the recommendations in the reports on YGC being implemented, installation of doors for bathroom privacy and outdoor recreational areas.

Commissioner Marovich stated that it was helpful to meet with Jeanne Bailey and staff members after the tour.

Juvenile Court Committee: Commissioner Basse advised that members of this committee will be sitting in and observing various courts commencing next week. They will talk to staff and others in regard to the court process. She will meet with Joe Spaeth, YGC Public Defender, about his concerns.

Replying to an inquiry about the CYA tour, Jeanne Bailey advised that Juvenile Hall met all statewide standards.

Finance Committee: Commissioner Costello suggested that members of this committee, who did not tour the facility, arrange to do so as capital improvements will be on the agenda of one of the forthcoming committee meetings. She requested Commissioner Kelleher to attend the Finance Committee meetings pertinent to the capital improvement issues as well as the supplemental requests. She hopes to schedule two committee meetings, one within the next ten days, relative to the aforementioned matters.

Legislative Committee: Commissioner Costello reported on AB3632 and a meeting in Sacramento which included Dr. O'Connor, Director of State Mental Health and David Swoap, Secretary of Health & Welfare. Liz Berger, Sharon Geo. Perry and herself were able to turn this meeting around into a positive situation. She commented all this began through Judge Hanlon's Mental Health Subcommittee, and it behooves us to determine how this legislation can be implemented. She stressed the necessity to do all possible at the local level to persuade, at the state level, the cooperation of the Dept. of Education, Governor's Office and the Health & Welfare Dept. to care for the seriously mentally ill minor population.

She requested some of the Commission's time to ask for support of Judge Hanlon's Mental Health Subcommittee, and that it is time for some sophisticated, cooperative planning among the various departments.

LIAISON REPORTS:

Court/Police: Commissioner Basse reported on a Court/Police meeting held on October 5, and the main topic was the discussion of alternatives to arresting youth, i.e., the Police Diversion Program. She is in the process of obtaining

information on this program and will report back to the Commission.

DPC/DPCC: Jane Asselin reported on the following items: 1) Police Diversion Program: This program was discussed at a meeting of the DPC; it was M/S/C that the DPC would support an investigative research into the feasibility of such a program; 2) Homewood Terrace: This program was discussed at a meeting of the DPCC this morning. Lou Fox of Children's Home Society advised positive moves are being made between the Jewish Family Services and Children's Home Society as to CHS taking over the program; 3) AB3632 Follow-up Committee: This committee is planning a conference to be held on January 25, 1985; 4) Formation of Task Force: A task force was formed this morning, consisting of members of the DPC, and will address issues such as statistics on how many placements are actually made by the Juvenile Court, DSS, etc.; 5) DSS Supplemental Budget Request: Ed Sarsfield, DSS General Manager, attended the DPCC meeting this morning, and encouraged support of a supplemental budget request providing for 44 workers for DSS; 22 workers will be assigned to Family & Children's Services and would set up five group homes for adolescents, foster-parent training, etc.

MCJC AB90 Subcommittee: Chairman Grandin reported on going with the monitoring committee to look at Legal Services for Children.

Mayor's Advisory Council on Family, Youth & Children: In the absence of Commissioner Laws, Chairman Grandin assumed the liaison position. She feels more information is needed, there are difficulties clarifying what the charge of the council is, and there is some overlap among the different committees of the council.

One of the committees is concerned about how the probation department assigns probation officers to youth based on residence resulting in the possibility of having 40 probation officers assigned to youth in one school. They would like consideration of streamlining that system.

The council is also collecting information as to what each of the major youth serving departments are currently doing, what are their priorities, are they asking for new staff, etc. to get a baseline. Chairman Grandin went over a questionnaire with Mr. Botka and feels this information will be most useful.

TREASURER'S REPORT:

Commissioner Kelleher reported on the balance in the Commission's checking account.

SECRETARY'S REPORT:

Commissioner Kelleher reported on the hours of participation for the month of October.

Commissioner Kelleher read a letter from the Department of Mental Health

commending Commissioner Costello for her unceasing efforts on behalf of seriously mentally ill youth, especially her work for the passage of AB3632.

ADJOURNMENT:

The meeting was adjourned at 2:06 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF OCTOBER 1984

10/4/84 Copy of letter to Libby Youhn, President DPC, from Jean Jacobs, Member of the Board, Coleman Children & Youth Services re copy enclosed of concept paper Coleman produced on Police Diversion.

10/4/84 Letter to Chairman Grandin from Joseph Botka re announcement of his retirement from position as Chief Probation Officer, YGC, and notification of the Supervising Judge of the Juvenile Court and the Presiding Judge of the Superior Court thereof.

10/9/84 Copy of letter to Mayor Feinstein and the Board of Supervisors from Joseph J. Botka re supplemental appropriation for staff augmentation of 27 additional counseling and one additional clerical worker in the Juvenile Hall budget.

10/9/84 Copy of letter to Judge Hanlon from Mayor Feinstein re "Report on Conditions in San Francisco's Juvenile Hall".

10/9/84 Letter to Chairperson, JJC, from Dept. of Social Services, State of California re the Office of Child Abuse Prevention (OCAP) will be releasing Requests for Proposals (RFPs) in several program areas in the current fiscal year.

10/10/84 Letter to Chairman Grandin from State Senator, John F. Foran re AB1229 authored by Assemblyman Papan.

10/10/84 Copy of letter to Judge Hanlon from Joseph L. Spaeth, Managing Attorney Public Defenders Office, YGC, re thanking Judge Hanlon for responding to his letter addressing his immediate concerns and suggestions as to improvements for Juvenile Hall.

10/10/84 Memo to all staff from Warren Cain re Probation Officer (8440) Examination.

10/11/84 Copy of letter to Joseph Botka from Jeanne Bailey, Acting Director of Juvenile Hall re Public Defender's recommendations.

10/11/84 Letter from Chairman Grandin to Marilyn Borovoy re congratulations on her being chosen by Coleman Children & Youth Services to be honored at Annual Award Ceremonies and enclosing a resolution from the JJC expressing appreciation of her efforts on behalf of SF's youth.

10/15/84 Letter from Chairman Grandin to Mayor Feinstein, re resolution supporting efforts and objectives of Prevention of the Sales of Alcohol to Minors Task Force.

10/16/84 Letter to Chairperson, County JJC, from Henry Cotten, Chair, State Juvenile Justice/Delinquency Prevention Commission re formation of new State Commission to be renamed State Commission on Juvenile Justice, Crime and Delinquency Prevention.

10/19/84 Letter to Chairman Grandin from Mayor Feinstein re thanking Chairman Grandin for her letter of Oct. 15 regarding the Commission's endorsement of the efforts and objectives of the Prevention of the Sales of Alcohol to Minors Task Force.

10/23/84 Letter to Chairman Grandin from Robert L. Smith, Executive & Management Consultant, Criminal & Juv. Justice Administration, re invitation to participate in the Citizen Ambassador Program of People to People International to visit China in Spring of 1985, as a member of the delegation.

10/26/84 Copy of Memorandum to Chairman Grandin, from Joseph J. Botka, to Mayor Feinstein & Rotea Gilford, Chair, Mayor's Youth Guidance Center Committee re Progress Report on the 36 recommendations of the Mayor's YGC Committee Report dealing with Juvenile Hall.

10/29/84 Letter to Chairman Grandin from Wayne Stewart, Director Legal Programs Citizen Ambassador Program re the People to People Criminal Justice Delegation to the People's Republic of China.

10/30/84 Copy of Memorandum to Providers of Emergency Food and Shelter Services from Jane Asselin, Chair SF Board re Emergency Food & Shelter Program.

10/84 Invitation to attend Barbary Coast Buffet-Dinner Dance to be held 10/19 at Sigmund Stern Roadhouse, SF to benefit the Special Olympics.

10/84 Copy of Youth, Crime & Delinquency Prevention from Policy to Action prepared by the CYA & Office of Criminal Justice Planning.

10/84 Copy of Criminal Justice Newsletter prepared by Pace Publications, N.Y. and subscription form enclosed.

10/84 October 1984 issue of "Youth Issues".

10/84 Announcement from California Council on Children & Youth re 34th Training Seminar to be held 11/2/84 at the Holiday Inn Crowne Plaza at SF International Airport.

10/84 October 1984 issue of "Tenderloin Times.

10/84 Announcement from National Council of Juvenile & Family Court Judges re Twelfth National Conference on Juvenile Justice to be held in Philadelphia March 10-13, 1985.

10/84 October 1984 issue of "Tenderloin Times".

10/84 Annual Report 1983-84 received from Juvenile Justice/Delinquency Prevention Commission, Contra Costa County.

10/84 Announcement from The Way Home Foundation, Inc. re Professional Training Programs available.

10/84 Minutes of Sept. 6, 1984 Delinquency Prevention Coordination Council meeting.

10/84 November 1984 issue of SF Chapter "Friends Outside Newsletter".

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CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

TO: All Commission Members

FROM: Frank P. Kelleher, Secretary

RE: December 6, 1984 Regular Commission Meeting

The regular Commission meeting will be held in the Main Conference Room at 375 Woodside Avenue.

The meeting will start propmptly at 12:30 p.m. If you are unable to attend, please advise Dolores Dupignac by telephone (731-5740).

SF
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12/6/84

JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO
375 WOODSIDE AVENUE
SAN FRANCISCO, CALIFORNIA 94127

MINUTES OF DECEMBER 6, 1984 COMMISSION MEETING

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CALL TO ORDER:

Chairman Grandin convened the meeting at 12:40 p.m.

ROLL CALL:

Present: Commissioners Grandin, Laws, Kelleher, Romero, Basse, Cayton, Figone, Harrison, Marovich, Wada. Excused: Commissioners Costello, Gilbert, Roy. Absent: Commissioner Webb. Judges: Hanlon. Staff: Dennis Sweeney, Jeanne Bailey, Aimee Exnicios. Guests: Dr. Laura Grieneeks, YGC Health Care Services, Mary C. Hehir, YGC Volunteer Auxiliary, Jon Herzstam, DPH/Forensic & Y.E.S.; Irene Holmes, Coleman Children & Youth Services, Stephen LaPlante, Mayor's Criminal Justice Council, Joseph Spaeth, YGC Public Defender.

APPROVAL OF MINUTES:

It was M/S/C to approve the November minutes as mailed.

CORRESPONDENCE:

The correspondence folder was circulated to Commission members, and Commissioner Kelleher called attention to letters of special interest and concern. A list of November correspondence is attached to and incorporated in these minutes.

GUEST SPEAKERS:

Mary Hehir, President, YGC Volunteer Auxiliary: Chairman Grandin introduced Mrs. Hehir, who gave an update on Volunteer activities. The Auxiliary, which fill requests from probation officers and DSS social workers has been busy with Christmas wrapping and distribution of gifts for children since November 12. A Christmas party is being planned for youth at YGC and Christmas trees and decorations are provided by the Volunteers.

Joseph Kane and William Soule, Auxiliary members, will be honored on December 16 and Judge Hanlon will present them with Certificates of Appreciation for thirty years of outstanding community service.

Mrs. Hehir reported that there has been a noticeable upswing in volunteerism. For the first time, there is a full staff of women volunteers morning and afternoon and the Clothing Room, usually staffed by one person, now has a staff of six.

Mrs. Hehir announced that Executive Director, Rosemary O'Sullivan is retiring December 21 after 35 years in the Probation Department, ten of which have been in the Auxiliary office, and she will be greatly missed. Barbara Casper, Senior Probation Officer, will assume the Executive Director duties on December 21.

It was M/S/C the Commission commend Rosemary O'Sullivan and express its appreciation for her dedication and years of service at YGC.

Jim Queen, Coordinator, SF Office of Children, Youth & Families: Mr. Queen gave a presentation as to the goals and plans of the SF Office of Children, Youth & Families. This coalition has been formed over the past 16 years and their general consensus is that there is neither adequate coordination nor cost-effective use of youth related resources and programs in the City. The three basic proposals of his group are: 1) Development of an Office of Children, Youth & Families -- to insure community participation at all levels of decision making in the delivery of youth services. They envision this to be structured with an administrative office, five regional offices where public/private agencies would get together to form consortiums to deal with the needs of those particular districts. These consortiums would provide input to a citywide commission. 2) Distribution of Resources -- Mr. Queen would like the City to use its surplus funds immediately to meet the needs of children, Youth and families, i.e., tutoring/counseling program to help youth in the S.F.U.S.D. who score below the fifty percentile on basic skills proficiency tests. 3) Shut Down YGC -- Mr. Queen offered statistics which state that 97% of youth who are detained at YGC are subsequently returned to the community. Although Blacks make up 12% of San Francisco's population, Mr. Queen believes that 3% of Blacks are held in detention. While there may be some need for a small facility for youth in need of secure detention, Mr. Queen believes that the majority of the Youth Guidance Center budget could be better used for community based alternatives.

A brief period of discussion followed Mr. Queen's presentation. Commissioner Wada requested that the Institutions Committee respond to the proposals as outlined by Mr. Queen. As there were such general proposals affecting the entire institution, Commissioner Laws felt that it was not appropriate for her committee to respond. It was decided that the Acting Chief Probation Officer review this matter and, at the Executive Committee Meeting on December 17, there would be a half-hour or 45 minute session to collectively draft a response.

As a member of the Mayor's Council on Children, Youth & Families, Commissioner Laws suggested that the Commission authorize the Executive Committee to write a letter to the Mayor's Council on Children, Youth & Families to inform the council that we are aware that Mr. Queen's coalition has made some misstatement of facts and that there seems to be some confusion between the two groups. Hopefully, they will be alert to the need to clarify the difference between Mr. Queen's "San Francisco Office of Children, Youth & Families" and the "Mayor's Council on Children, Youth and Families." M/S/C the Executive Committee authorized to write such a letter.

JUDGE'S CORNER:

Youth Commissioner Appointment: Judge Hanlon introduced the next youth Commissioner, Daniel Binet. Due to a busy Court calendar, he was unable to have the swearing-in ceremony prior to this meeting, but this will be done as soon as possible.

YGC Volunteer Auxiliary: Judge Hanlon expressed the appreciation and gratitude of the Juvenile and Superior Courts for the work and efforts of the YGC Volunteers, especially for the cheer, warmth and generosity at Christmas to the youth at YGC.

Applications for CJPO Position: Judge Hanlon advised that the Personnel Committee and Superior Court Judges have met and approved the timeline of applications for position of Chief Juvenile Probation Officer, the position was publicly open on November 19, 1984.

JJC Public Meeting: The JJC will have a special meeting for staff and community input for the position of CJPO on January 16, 1985 at YGC.

Some community groups met with Judge Dearman, chair of the Personnel Committee, requesting input on the qualifications for the CJPO position and this was agreed to. The Court takes the position that the JJC is the arm of the Court and community, therefore, Judge Hanlon, Judge Chesney, Chairman of the Personnel Committee and other members of that Committee will be available for the January 16 meeting.

Judge Hanlon advised that on January 28, 1985 the Juvenile Court Committee and Personnel Committee of the Superior Court will hold a joint meeting to receive input from the Juvenile Justice Commission on the results of that meeting.

Timeline for CJPO position: February 1, 1985 is the last day to receive applications for the position. Between February 11 and 14, 1985 the Personnel Committee of the Superior Court will hold a series of interviews with those persons they feel are most qualified. At least three, possibly four or five, candidates will be presented at the Superior Court Judges' Meeting on February 21, 1985 for selection of a new chief.

SF Teenage Advisory Council on Alcohol & Drug Abuse: The initial meeting of this council was held on November 19 at the School Board Auditorium. Commissioners Figone and Harrison were present and it was, overall, a good meeting. At the January meeting, they will focus on how to get out to the schools.

Meeting on Recommendations of Breed & Mayor's Reports: Mayor Feinstein wrote Judge Hanlon regarding a meeting with Deputy Mayor Rotea Gilford, Steve LaPlante of her staff, Juvenile Justice Commission, along with representatives of the School District and Dept. of Public Health and himself on the implementation of the recommendations of the Breed and Mayor's reports. The meeting is

scheduled for December 10. Judge Hanlon had Mr. Botka prepare a written report on the implementation of the recommendations, which was forwarded to the mayor. Relative to detention criteria, Judge Hanlon advised that we are continually analyzing this and are making progress.

Staff Support: Judge Hanlon was pleased to report that staff are giving Acting Chief Juvenile Probation Officer, Dennis Sweeney their support and things are moving along extremely well.

Judge Hanlon's Vacation: Judge Hanlon advised that the week of Christmas and immediately thereafter, he will be on vacation and Judge Chesney will assume the duties of Acting Supervising Judge of the Juvenile Court. He extended best holiday wishes to everyone.

ACTING CHIEF PROBATION OFFICER'S REPORT:

Statistics: Dennis Sweeney reviewed the statistical reports that were placed in Commissioners' folders. He feels there is a need to refine the format of statistics required for the Commission. Sandy Clayborn will be meeting with members of the JJC on this matter.

Out of Town Gay & Lesbian Youth: Responding to an inquiry by Commissioner Wada, Mr. Sweeney advised that there is absolutely no truth to the rumor that out of town gay and lesbian youth are singled out and taken to YGC. If out of town youth are brought to YGC by the police, about 95% of them are reunited with their families within the 3 day period allowed by law, and petitions are not filed on them. Mr. Sweeney further advised that most of the youth we see who are gay or lesbian go to Huckleberry House. Only in the absence of community resources would we see them back at YGC. There are adequate community resources available for these youth.

Meeting with Community Groups on Diversion: Mr. Sweeney reported that he had the pleasure of attending a meeting with community groups, mainly from the Western Addition and Mission, on the matter of diversion. They had done their own critical analysis of what they believed led to past failure. When they come forth with a plan for diversion, he does not expect them to have the same problems as in the past. They will be given information as to what type of youngsters come to YGC.

Budget Requests: Mr. Sweeney has been given preliminary reports by Barbara Conway, mayor's budget analyst assigned to Juvenile Court. The capital improvements supplemental request has been approved. There is no report as yet on the supplemental budget requests for 27 additonal staff for Juvenile Hall or the feasibility study.

Funds for Computer: Mr. Sweeney reported that the funds for the Mini-Computer have been approved by the Finance Committee of the Board of Supervisors.

Program Review at Log Cabin Ranch: Mr. Sweeney visited LCRS to review their programs. He was pleased to find that they have an excellent educational program, and all programs are doing well. The staff feel a sense of "mission" there and look forward to the Commission's annual inspection.

Transfer of Staff from Juvenile Hall to Probation Dept: Commissioner Romero received a letter from Civil Service relative to positions to be filled, and inquired specifically what they are. Without specifics, Mr. Sweeney did not know if they were referring to Juvenile Hall or Probation Department. However, it is the policy, based on seniority, to move people from Juvenile Hall to fill positions in the Probation Department.

The matter of opportunities for staff advancement in Juvenile Hall was briefly discussed. Chairman Grandin requested that the Institutions and Probation Services Committees get together and include staff from both departments to look into this matter.

Government Code of the State of Calif. Section 1031 (f): Mr. Sweeney called attention to this code section, effective 1/1/84, which mandates that all peace officers undergo psychological screening, and that this will become an issue. Chief Adult Probation Officer, Arlene Saucer has talked with John Walsh, head of Civil Service, to implement this at their cost and was advised to put it in their own budget. Discussions have been held around the Bay Area as how best to implement this matter.

CHAIRMAN'S REPORT:

January 16, 1985 Open Meeting: Chairman Grandin advised that the Commission will be holding an open meeting on January 16, 1985 for staff and the community-at-large regarding input as to factors and experience that are important to look for in the applicants for the CJPO position. The meeting will be held in the Lois Towles Caesar Memorial Chapel, YGC, from 4:30 to 6.30 p.m.

Executive Committee Meeting: The next meeting of this committee will be held on December 17 in the Commission office at 9:30 a.m. and all Commissioners are encouraged to attend. Steve LaPlante will attend this meeting to discuss the matter of Commission staff. He had prepared a Juvenile Justice Commission Survey (15 counties), copies of which he distributed to all Commissioners. Chairman Grandin expressed appreciation for his assistance in the drafting of the proposal for Commission staff, and acknowledged the Mayor's graciousness in making him available to us.

Meeting with Supervisor Renne: Chairman Grandin reported on a meeting with Supervisor Renne. She related that they went over the supplemental requests and toured the facility. They discussed both the short-term and long-term plans for implementing the recommendations of the Breed and Mayor's Reports and the matter of staff for the Commission. Chairman Grandin felt that this was an excellent meeting and Supervisor Renne is very aware of our needs.

Commission Accessibility: Chairman Grandin announced that notices outlining policies and procedures for community input and involvement in the Commission were mailed out along with the announcement of the January 16, 1985 open meeting. Also included in the announcement was that copies of our Agendas will be available for the public to obtain in Mr. Fred Whisman's office, Rm. 480 City Hall one week prior to our monthly Commission Meeting.

Meeting with Coleman Representatives: Chairman Grandin reported on a very positive meeting with Coleman representatives. She stated that they are now more clear as to what we are working on and areas of disagreement were clarified.

Letter of Support for Dr. Shalwitz: Chairman Grandin received a request from Dr. Shalwitz, Director of YGC Medical Clinic, for the Commission to write a letter of support for her Family Planning Program grant. Dr. Shalwitz received a grant from the State Office of Family Planning to provide state mandated, but previously not provided, services for individual and groups in family counseling. The grant was supposed to go into effect in June, but was delayed and did not go into effect until November. However, there is the possibility that it may terminate on time anyway.

Chairman Grandin requested Commission approval to write a letter of support requesting to extend the grant and, if it appears it will end as scheduled, to give Dr. Shalwitz the full amount of time. It was M/S/C to authorize the Chairman to write a letter of support.

Election of Nominating Committee: Commissioner Laws moved that the Nominating Committee be elected today and that the slate be brought back, the election held next month, and that the new officers take office immediately thereafter. M/S/C.

Nominated to serve on the Nominating Committee were Commissioners, Cayton, Basse, Laws and Marovich. It was M/S/C to elect the slate of Commissioners nominated and that Commissioner Marovich to take responsibility for getting the people together.

Bylaws Committee: Chairman Grandin requested that Commissioners Harrison, Figone, and Kelleher review the bylaws and return next month with their report.

COMMITTEE REPORTS:

Institutions Committee: Commissioner Laws stated that a copy of the Institutions Committee Annual Report was placed in Commissioners' folders. Commissioner Laws moved that the submitted report be filed as the Annual Report of the Institutions Committee subject to correction by members of her committee. M/S/C.

On December 13, the Institutions Committee will make its annual inspection of Log Cabin Ranch. Members of the Committee will meet in the Commission office at 10:00 a.m. and all Commissioners are invited to participate in the inspection.

Extension of Meeting: It was M/S/C to extend the meeting 15 minutes.

Juvenile Court Committee: Commissioner Basse advised that the Annual Report of the Juvenile Court Committee was placed in Commissioners' folders. Her Committee will have its final meeting within the next several weeks. She, Chairman Grandin and Commissioner Marovich will get together to discuss what they observed during their visits to the Courtrooms and what came out of their discussions with the Judges and Referees.

Commissioner Basse thanked Joe Spaeth, YGC Public Defender, and two of his attorneys for their time and assistance to her. While talking with different defense attorneys, Commissioner Basse further reports the name of Frank Moran, Senior Probation Officer, was mentioned several times. He was described as an extremely conscientious probation officer who attends the court hearings of the young people on his caseload.

ADJOURNMENT:

The meeting was adjourned at 2:48 p.m.

Respectfully submitted,

Frank P. Kelleher, Secretary
Juvenile Justice Commission

Dolores Dupignac
Recording Secretary

JUVENILE JUSTICE COMMISSION
CORRESPONDENCE
MONTH OF NOVEMBER 1984

11/5/84 Memorandum to all staff from Sandra Clayborn, Research & Program Coordinator re Mini-Computer (Wang VS 90).

11/8/84 Letter from Chairman Grandin to Robert L. Smith re she is unable to participate in the People to People Criminal Justice Delegation to visit the People's Republic of China.

11/8/84 Letter from Bayview Hunter's Point Multipurpose Senior Center to Chairman Grandin re soliciting participation in the further development of the Multipurpose Senior Center and Adult Day Health.

11/14/84 Letter to Chairman Grandin from A. Cathleen Greiner, re the Juvenile Justice Commission and Juvenile Justice System expressing interest and involvement thereto.

11/16/84 Letter to Chairman Grandin from Judge Hanlon re the Superior Court endorsed and approved the plan whereby the JJC would convene a public meeting for the purpose of community input on the qualifications and attributes to be possessed by Mr. Botka's successor as the CJPO.

11/16/84 Copy of letter to Chief of Police, Cornelius Murphy from Judge Hanlon re the Juvenile Court has no objection to a police diversion program if undertaken by his department.

11/19/84 Notice from Chairman Grandin to interested groups/agencies re outline of new system to enable better participation and exchange between the JJC and members of the community.

11/19/84 Announcement from Chairman Grandin to interested groups/agencies re public meeting to receive community in-put relative to factors and experience the community feels important to look for in applicants for Mr. Botka's successor as CJPO. Meeting to be held Wednesday, 1/16/85 at YGC 4:30 to 6:30 P.M.

11/26/84 Memo to All Staff from Warren Cain, re Rosemary O'Sullivan, Executive Director of the Volunteer Auxiliary is retiring effective Dec. 21, 1984; effective that date, Barbara Casper will assume the duties of Executive Director of the Volunteer Auxiliary.

11/26/84 Memorandum from Ron Sugiyama, Vice President, DPC Coordination/ President, DP Coordination Council, of Juvenile Justice/Family Issues Task Force Meeting to be held Dec. 12, 1984 at Andrew Jackson School 9:00 - 11:00 A.M.

11/27/84 Letter to Mayor Feinstein from Judge Hanlon, re follow-up to his Oct. 16, 1984 responses to the Breed and Mayor's YGC Committee Reports.

11/28/84 Copy of letter to Judge Hanlon from Art Tapia, Margaret Brodkin and David Steinhart of Coleman Children & Youth Services re Progress Report at YGC Update.

11/28/84 Memorandum to Members, AB90/Youth Services Task Force from Tim Armistead, MCJC re AB90 Funding Packet.

11/84 Announcement from The Way Home Foundation, Inc. of an Open House to be held on Friday, November 16, 1984.

11/84 November 1984 issue of "San Francisco Business".

11/84 November 1984 issue of "The Tenderloin Times".

11/84 November 1984 issue of "Action Alert".

11/84 Legislative Status Report (1983-84 Regular Session) October, 1984 Final Report from Department of the Youth Authority.

11/84 Minutes of DPC General Meeting of Oct. 16, 1984.

11/84 Notice of change of address for Office of Criminal Justice Planning, Sacramento, CA.

11/84 Announcement from Project A.C.T.I.O.N. of Regional Facilitators' Meeting to be held on December 14, 1984.

11/84 Announcement from the University of Michigan Medical Center, Media Library, of a Videocassette on the subject of "Child Abuse: Physical and Behavioral Indicators" and an order form enclosed.

11/84 Announcement from Forensic Mental Health Associates re Two-day Workshop on Rape, Incest, & Child Molestation to be held on March 21 & 22, 1985 and application enclosed.

11/84 Holiday Greetings to the JJC from the SF Society for the Prevention of Cruelty Animals.

12/84 Notice from the CYA & California State Juvenile Officers Association re Juvenile Justice Legal Update Workshop to be held on January 22, 1985 and registration form enclosed.

12/84 Announcement from National Crisis Prevention Institute re Training Programs to be held in Los Angeles and San Francisco and registration forms enclosed.

12/84 Announcement from National Council of Juvenile and Family Court Judges & National District Attorneys Association of 12th National Conference on Juvenile Justice to be held in Philadelphia, March 10-13, 1985.

12/84 December 1984 copy of "Youth Issues".

12/84 Announcement from Alternatives to Sexual Abuse, Kevin B. McGovern, Ph.D., Founder, re Seminar "Understanding the Impact of Child Sexual Abuse" to be held in Portland, Oregon on February 11, 12, and 13, 1985.